CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
February 9, 2016

The first meeting of February was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on February 9, 2016. Commissioner Harker called the meeting to order at 4:00 PM.

Those in attendance were: Commissioners Norm Harker and Neil Kimsey. Commissioner Kiggins had an excused absence.

District Staff: John Peterson, Shawn Moore, Robin Krause, Ken Andrews, Tom Burns, Hugh Findlay and Kim Thur. District legal counsel Rod Kaseguma.

Visitors Present for Special Presentations: Vikki Rowe.

Visitors Present for Regular Meeting: City of Ridgefield: Sandra Day, Engineering Firms: Peter Tuck with Olson Engineering and Interested Citizens: Dan Clark.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: Vikki Rowe, Senior Finance Specialist: 10 Years of Service Award – The Board presented Vikki Rowe with her 10 years of service award and thanked her for her ongoing service to the District.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving January 26, 2016 regular meeting minutes; voucher #s 47996-48078 and #s 8662-8674 (January 2016 payroll benefits' warrants) in the amount of $1,004,600.64 from the Maintenance fund, $139,470.62 from the Repair & Replacement Projects fund, $888,818.75 from the Capital Projects fund; $71,198.28 from the Alliance Repair and Replacement Projects fund; $87,294.99 from the Alliance Capital Projects fund; and payroll check #8661 and direct deposit authorizations in the amount of $215,489.72.

Commissioner Harker seconded the motion, and it passed.

COMMUNICATIONS: Items from the Audience – No audience members provided testimony.

Board Members: Each Commissioner reported on his recent activities.

General Manager: General Manager: General Manager Activities Report (Discovery Clean Water Alliance; Agency Coordination; & District and Professional Organization

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Functions) – John Peterson briefly reviewed his report.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan Update; Stakeholder Engagement – Identity Clark County; 2016 Compensation & Benefits Study; Employee Handbook – Recognition Program; & Purchasing Policy (POL-022)) – Shawn Moore briefly reviewed his report, including a memo related to the District Reward and Recognition program annual update.

District Engineer: District Engineer Activities Report (Discovery Corridor Wastewater Transmission System; Capital Program – Construction; Capital Program – Design; Development Program; Engineering Department; Discovery Clean Water Alliance; Agency Coordination; & District and Professional Organization Functions) – Robin Krause briefly reviewed his report, including a memo and draft agenda bill related to Fraser Downs/Glenwood Hollow Interim Pump Station Request. The Board concurred with the proposed agenda bill and requested staff include the item for approval on the Consent Agenda at a future Board meeting.

Discussion occurred on nighttime construction for the Highway 99 Sewer South project, which would increase construction costs by an estimated 15-20%. The Board determined to move forward with the daytime work and mitigate the impacts to the extent possible.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Discovery Clean Water Alliance; 2015 Comprehensive Annual Financial Report/Audit Policy-004 – Reimbursable Business Expense and Travel Advance Policy; Policy-035 – Investment Policy; & District and Professional Organization Functions) – Ken Andrews briefly reviewed his report, including two draft agenda bills: 1) Resolution Re-Adopting District Reimbursable Business Expense and Travel Advance Policy and 2) Resolution Re-Adopting District Investment Policy. The Board concurred with the proposed agenda bills and requested staff include the items for approval on the Consent Agenda at a future Board meeting.

District Legal Counsel: No report.

Board Clerk: Kim Thur provided the Board with the draft *Connections* newsletter, requesting all comments by Friday, February 12.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss.

Commissioner Kimsey moved to adjourn the meeting.

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Commissioner Harker seconded the motion, and it passed.

At 4:40 PM, Commissioner Harker adjourned the meeting.

Respectfully submitted,

Secretary

(APPROVED 02/23/16)