

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
CONTINUED MEETING
February 28, 2017**

The continued meeting from February 14 was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on February 28, 2017. Commissioner Kiggins called the meeting to order at 4:00 PM.

Those in attendance were: Commissioners Denny Kiggins, Norm Harker and Neil Kimsey.

District Staff: John Peterson, Shawn Moore, Robin Krause, Ken Andrews, Steve Bacon, Dale Lough, Hugh Findlay, Tom Burns and Kim Thur.

Visitors Present for Special Presentations: Employees: Cindy Hosszu and Dan Reveal.

Visitors Present for Regular Meeting: Partner Agencies: Sandra Day, Ridgefield City Councilmember and Bryan Kast, Ridgefield Public Works Director; and Interested Citizens: Dan Clark.

Visitors Present for Public Hearing: Elmer Robinson and Jean Morrow.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: Introduction: Cindy Hosszu, Accounting Technician – Ken Andrews introduced Cindy Hosszu, who began employment on February 27 as the Accounting Technician in the Finance department. The Board welcomed Ms. Hosszu to the District.

Introduction: Dan Reveal, Maintenance Specialist I – Tom Burns introduced Dan Reveal, who began employment on February 27 as a Maintenance Specialist I in the Maintenance department. The Board welcomed Mr. Reveal to the District.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving February 14, 2017 regular meeting minutes; February 21, 2017 Regular Meeting Minutes; voucher #s 50247-50324 in the amount of \$80,312.58 from the Maintenance fund, \$4,536.70 from the Repair & Replacement Projects fund, \$41,358.58 from the Capital Projects fund; \$0.00 from the Alliance Repair & Replacement Projects fund; \$0.00 from the Alliance Capital Projects fund; Agenda Bill #17-011, adopting Resolution #1679, establishing a Latecomer Charge for sewer lines constructed in conjunction with the Valley Estates developer extension (Project #11-2014-0020) and authorizing the General Manager to sign the Latecomer

Reimbursement Agreement with the developer of Valley Estates subdivision; Agenda Bill #17-012, authorizing staff to schedule a public hearing for the Abbey Glen Latecomer Reimbursement on March 14, 2017 at 5:00 PM or as soon thereafter as possible; Agenda Bill #17-013, authorizing the General Manager to sign the Developer Extension Reimbursement and Service Agreement with the Developer for the costs of constructing the Pioneer Place Pump Station in an amount not to exceed \$730,000.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount; Agenda Bill #17-014, authorizing the General Manager to sign the Developer Extension Reimbursement and Service Agreement with the Developer of Velvetten Meadows Phases 3-8 for the costs of constructing approximately 1,200 square feet of concrete paved surface in an amount not to exceed \$22,764.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount; Agenda Bill #17-015, authorizing the General Manager to sign the Professional Services Contract with Trupp HR Inc. for consulting support in an amount not to exceed \$24,677.50 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original contract amount; and Agenda Bill #17-016, authorizing the General Manager to sign the Clark County Reimbursable Work Order for the NE 119th Street (NE 50th Ave to NE 72nd Ave) County Road Project in an amount not to exceed \$801,288.00, which includes a 20% construction contingency.

Commissioner Harker seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience – No audience members wished to provide testimony.

Board Members: Each Commissioner reported on his recent activities.

General Manager: General Manager Activities Report (Discovery Clean Water Alliance; Agency Coordination; District and Professional Organization Functions; & January 24, 2017 Board Work Session Follow-Up) John Peterson briefly reviewed his report.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; & Hazard Mitigation Planning) – Shawn Moore briefly reviewed his report, including a draft agenda bill related to Clark County Hazard Mitigation Planning – Adoption of Clark Regional Natural Hazard Mitigation Plan Volumes 1 & 2. The Board concurred with the proposed draft agenda bill and requested staff to include the item on an upcoming Consent Agenda.

District Engineer: District Engineer Activities Report (Discovery Corridor Wastewater Transmission System (DCWTS); Capital Program – Construction; Capital Program – Design; Development Program; Discovery Clean Water Alliance; & Agency Coordination) – Robin Krause briefly reviewed his report, including a draft agenda bill related to Salmon Creek Treatment Plant Influent Screen Rebuild Purchase. The Board concurred with the proposed draft agenda bill and requested staff include the item on an upcoming Consent Agenda.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (District and Professional Organization Functions; Accounting Technician; 2016 CAFRs – District and Alliance; & The Master’s Touch Consultant Services Agreement Amendment) – Ken Andrews briefly reviewed his report, including a draft agenda bill related to Fourth Contract Amendment with The Master’s Touch, LLC for Printing, Inserting and Mailing Services. The Board concurred with the proposed draft agenda bill and requested staff include the item on an upcoming Consent Agenda.

Operations Manager: No report.

District Legal Counsel: No report.

Board Clerk: Kim Thur requested the Board continue today’s meeting until March 13 at 1:00 PM at the Ilani Resort for the tour of the facilities and treatment plant.

AT 4:32 PM, Commissioner Kiggins recessed the meeting for approximately 28 minutes.

HEARINGS: 5:00 PM Public Hearing – AB #17-017 – Morrow Septic Elimination Program Local Facilities Charge Project – Commissioner Kiggins opened the hearing on the establishment of the final cost and pro rata share of the local facilities project Morrow Septic Elimination Program Local Facilities Charge Project area and cost for the sanitary sewer facilities installed to 3 lots along NW 98th Circle east from the intersection of NW 2nd Avenue. He then asked District staff to explain the Local Facilities Charge reimbursement requirements and process and to describe the sanitary sewer facilities and their cost.

Steve Bacon provided the background information on the project.

Commissioner Kiggins then asked if anyone present wished to provide testimony on the sanitary sewer facilities and the local facilities charge reimbursement.

The following property owners provided testimony: Elmer Robinson, 103 NW 99th Street, Vancouver, Washington and Jean Morrow, 121 NW 98th Circle, Vancouver, Washington.

Steve Bacon provided additional information to the two property owners who provided

testimony.

Commissioner Kimsey moved to close the public hearing.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins announced the public hearing was closed.

Commissioner Kimsey stated that he believed the proposed reimbursement area and cost is appropriate and meets the requirements of District Code Chapter 5.38. He then moved to direct staff to prepare a resolution for approval and adoption of the Morrow Septic Elimination Program Local Facilities Charge project that includes the properties and proposed assessments as shown in the Final Assessments Table at a future Board meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss.

Commissioner Harker moved to continue the meeting until Monday, March 13 at 1:00 PM at the Ilani Resort located at 1 Cowlitz Way in Ridgefield, Washington.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 5:12 PM, Commissioner Kiggins continued the meeting.

Respectfully submitted,

Secretary