

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
March 14, 2017**

The first regular meeting of March was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on March 14, 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 Regular Meeting: Interested Citizens: Dan Clark.

Visitors Present for Public Hearing: None.

ADDITIONS & DELETIONS TO AGENDA: There were none.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving February 28, 2017 continued meeting minutes; voucher #s 50325-50402 and #s 9181-9194 (February 2017 payroll benefits' warrants) in the amount of \$1,373,400.04 from the Maintenance fund, \$11,857.25 from the Repair & Replacement Projects fund, \$752,622.29 from the Capital Projects fund; \$14,307.59 from the Alliance Repair & Replacement Projects fund; \$0.00 from the Alliance Capital Projects fund; payroll direct deposit authorizations in the amount of \$233,542.79; Agenda Bill #17-018, adopting Resolution #1680, approving the final cost and pro rata share of District installed local facilities for the Morrow Septic Elimination Program (SEP) project, District Project #21-2016-0001; Agenda Bill #17-019, adopting Resolution #1681, authorizing the adoption of Clark Regional Natural Hazard Mitigation Plan; Agenda Bill #17-020, authorizing the General Manager to sign the purchase order in an amount not to exceed \$118,239.47 for the procurement of the OEM replacement parts necessary to rebuild the influent screens at the Salmon Creek Treatment Plant and further authorizing the General Manager, or written designee, to sign supplemental purchase orders not to exceed ten (10) percent of the original purchase order amount; and Agenda Bill #17-021, authorizing the General Manager to sign the Consultant Services Agreement – Amendment No. 4 with The Master's Touch, LLC for the District's 2017 and 2018 printing services.

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) – John Peterson briefly reviewed his report.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Reward and Recognition Program; & Public Outreach and Involvement) – Shawn Moore briefly reviewed his report, including a memo related to Reward and Recognition Program Annual Update and the 2017 Public Outreach Calendar.

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 1) requesting the Board to accelerate the Stag Leap Pump Station Removal project to 2017; and 2) a draft agenda bill related to 35th Avenue Roundabout Project – Interlocal Agreement with City of Ridgefield for Pipe Construction.

The Board concurred with staff accelerating the Stag Leap Pump Station Removal project to 2017.

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 (2016 CAFRs – District and Alliance; & Professional Services Agreement – Paul Lewis) – Ken Andrews briefly reviewed his report.

Operations Manager: No report.

District Legal Counsel: No report.

Board Clerk: Kim Thur requested the Board continue today's meeting until March 16 at 9:00 AM at the District office for the City of Vancouver Oversight Committee meeting.

Ms. Thur asked the Board if they were interested in approving the 35th Avenue Roundabout Project – Interlocal Agreement with City of Ridgefield for Pipe Construction, which was reviewed during the District Engineer Activities Report, at this time. The Board concurred.

AB #17-023 – 35th Avenue Roundabout Project – Interlocal Agreement with City of

Ridgefield for Pipe Construction – Commissioner Harker moved to authorize the General Manager, or written designee, to sign the Interlocal Agreement with the City of Ridgefield for the 35th Avenue Roundabout Project in the amount of \$61,083.90, which includes a 20% construction contingency.

Commissioner Kimsey seconded the motion, and it passed unanimously.

AT 4:20 PM, Commissioner Kiggins recessed the meeting for approximately 40 minutes.

At 5:00 PM, Commissioner Kiggins re-convened the meeting.

HEARINGS: 5:00 PM Public Hearing – AB #17-022 – Abbey Glen Latecomer Reimbursement – Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area for the Abbey Glen Subdivision and the amount for the sanitary sewer facilities constructed in the vicinity of NE 130th Avenue and NE 105th Circle within public right-of-way of the project. He then asked District staff to explain the latecomer 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 latecomer reimbursement.

No affected property owners were present.

Commissioner Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins announced the public hearing was closed.

Commissioner Harker stated that he believed the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to direct staff to prepare a resolution for approval and adoption of the Abbey Glen Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessments Table at a future Board meeting.

Commissioner Kimsey 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 Thursday, March 16 at 9:00 AM at the District Office for the City of Vancouver Oversight Committee meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 5:05 PM, Commissioner Kiggins continued the meeting.

Respectfully submitted,

Secretary

(APPROVED 03/28/17)