

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
March 28, 2017**

The third regular meeting of March was held at the District Board meeting room, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on March 28, 2017. Commissioner Kiggins called the meeting to order at 3:00 PM.

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

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

Visitors Present for Regular Meeting: City of Ridgefield: Councilmember Sandra Day; and Interested Citizens: Dan Clark.

**ADDITIONS & DELETIONS TO AGENDA:** There were none.

**WORK SESSION: 2016 Fourth Quarter Reports** – The following fourth quarter 2016 reports were presented by the respective department managers: Engineering Department; Financials/ERU Report and Operations Department.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda as presented, approving March 13, 2017 continued meeting minutes; March 14, 2017 regular meeting minutes; March 16, 2017 continued meeting minutes; March 21, 2017 regular meeting minutes; voucher #s 50403-50480 in the amount of \$342,290.77 from the Maintenance fund, \$4,638.96 from the Repair & Replacement Projects fund, \$516,266.72 from the Capital Projects fund; \$166,803.41 from the Alliance Repair & Replacement Projects fund; \$20,164.90 from the Alliance Capital Projects fund; and Agenda Bill #17-024, adopting Resolution #1682, establishing a Latecomer Charge for sewer lines constructed in conjunction with the Abbey Glen (Project #11-2015-0005) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Abbey Glen subdivision.

Commissioner Kiggins seconded the motion, and it passed.

**COMMUNICATIONS: Items from the Audience** – Sandra Day, Ridgefield City Councilmember, reported that the Ridgefield Big Paddle Event will be held on June 3, 2017. Ms. Day requested District outreach materials for the Big Paddle Committee.

**Board Members:** Each Commissioner reported on his recent activities.

**General Manager: General Manager Activities Report (Discovery Clean Water Alliance; Agency Coordination; and District and Professional Organization Functions)** – John Peterson briefly reviewed his report, including the Washington Association of Sewer and Water Districts Legislative Update.

**Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Public Outreach and Involvement; and Agency Coordination)** – Shawn Moore briefly reviewed his report, including a memo related to Public Information & Outreach Program Annual Update.

**District Engineer: District Engineer Activities Report (Facilities Program; Capital Program – Construction; Capital Program – Design; Development Program; Discovery Clean Water Alliance; and Agency Coordination)** – Robin Krause briefly reviewed his report, including 1) a draft agenda bill related to Pleasant Valley North Pump Station – Professional Engineering Services Contract; and 2) a memo related to Philbrook Farms District Laterals Reimbursement.

The Board concurred with the proposed draft agenda bill and requested staff include the item at an upcoming Board meeting under New Business.

The Board concurred with the Philbrook Farms lateral costs and requested staff move forward with calculating the assessments, informing the affected property owners and then presenting the reimbursement at a future Board meeting for consideration.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (2016 CAFRs – District and Alliance; and Consent Agenda, Audit of Accounts, Check #50479, City of Camas)** – Ken Andrews briefly reviewed his report.

**Operations Manager: Operations Manager Activities Report (Pump Station Commissioning Activities; SCADA/Telemetry System; Facilities; and Fleet)** – Tom Burns briefly reviewed his report.

**District Legal Counsel:** No report.

**Board Clerk:** No report.

**NEW BUSINESS:** No items to discuss.

Commissioner Kimsey moved to continue the meeting until Friday, April 7 at 9:00 AM at the Public Works Board Meeting located at the Department of Commerce Building 5 Towne Center Complex, 1011 Plum St SE in Olympia, Washington where the District will give a presentation on Delivering on Economic Development Opportunities - Regional Sewer Solutions

in SW Washington.

Commissioner Kiggins seconded the motion, and it passed.

At 4:25 PM, Commissioner Kiggins continued the meeting.

Respectfully submitted,

Secretary

(APPROVED 04/11/17)