

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
April 25, 2017**

The third regular meeting of April was held at the District Board meeting room, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on April 25, 2017. Commissioner Kiggins called the meeting to order at 3:00 PM.

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

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

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark.

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

**SPECIAL PRESENTATIONS: John M. Peterson, P.E., General Manager: 15 Years of Service Award** – The Board presented John Peterson with his 15 years of service award and commended him for his ongoing efforts.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda as presented, approving April 7, 2017 continued meeting minutes; April 11, 2017 regular meeting minutes; April 18, 2017 regular meeting minutes; voucher #s 50552-50626 (vouchers 50550 and 50551 were voided) in the amount of \$119,594.67 from the Maintenance fund, \$0.00 from the Repair & Replacement Projects fund, \$140,495.02 from the Capital Projects fund; \$162.73 from the Alliance Repair & Replacement Projects fund; \$16,439.40 from the Alliance Capital Projects fund; Agenda Bill #17-028, authorizing staff to schedule a public hearing for the Persa Estates Latecomer Reimbursement on May 9, 2017 or as soon thereafter as possible; Agenda Bill #17-029, authorizing the General Manager to sign the Developer Extension, Reimbursement and Service Agreement with the developer for the costs of constructing a pump station and approximately 1,300 feet of force main in an amount not to exceed \$593,522.45, and further authorizing the General Manager, or designee, to sign supplemental amendments not to exceed ten (1) percent of the original contracted amount; Agenda Bill #17-030, adopting Resolution #1684, approving the final cost and pro rata share of District installed laterals for Green Valley and authorizing staff to reimburse the developer, Rotschy Inc., \$17,643.01 for installation of the laterals; Agenda Bill #17-031, adopting Resolution #1685, waiving competitive bidding

requirements for sewage pumps for the 36<sup>th</sup> Avenue Pump Station Pump Replacement project; and Agenda Bill #17-032, authorizing the General Manager, or written designee, to sign the Clark County Reimbursable Reporting Category Requisition for Environmental Permitting Support in the amount of \$25,000.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the total contracted amount.

Commissioner Kimsey seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience** – No one wished to speak.

**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.

**Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Public Outreach and Involvement; Human Resources – Recruitment; Risk Management; and Agency Coordination)** – Shawn Moore briefly reviewed his report, including a memo related to Operational Claims Review – Five-Year Period (2012-2016).

Discussion occurred on the District's lateral maintenance practices.

**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 Amendment 2 to Professional Engineering Services Contract for 2014-2019 Six-Year Capital Program; 2) a memo related to Erickson Farms PUD Latecomer Reimbursement; 3) a memo related to NW Overlook Drive Septic Elimination Program Local Facilities Charge; and 4) a memo related to Avalon Grand Phase 10 District Laterals Reimbursement.

Robin Krause reported that staff is in the process of contracting for the repair of Burgerville's service lateral located on Highway 99 in Hazel Dell at NE 99<sup>th</sup> Street.

The Board concurred with the proposed Amendment 2 to Professional Engineering Services Contract for 2014-2019 Six-Year Capital Program agenda bill and requested staff include the item at an upcoming Board meeting under Consent Agenda.

Discussion occurred on the Erickson Farms PUD Latecomer Reimbursement related to staff's recommendation to applying the Latecomer assessment using the Front Foot method to

assess the cost of the sewers. The Board concurred with staff's recommendation 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.

The Board concurred with the NW Overlook Drive Septic Elimination Program Local Facilities Charge assessments, including applying the Local Facilities Charge assessment using the ERU method, and requested staff move forward with a public open house with the affected property owners and following the open house, present the reimbursement at a future Board meeting for consideration.

The Board concurred with the proposed Avalon Grand Phase 10 District Laterals Reimbursement and requested staff include the item at an upcoming Board meeting under Consent Agenda.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting; Customer Support; & Alliance)** – Ken Andrews briefly reviewed his report.

**Operations Manager: Operations Manager Activities Report (Pump Station Commissioning Activities; SCADA/Telemetry System; Facilities & Fleet)** – Tom Burns briefly reviewed his report, including a memo related to Alternative Fuel Guidelines and a draft Pump Station Service Truck Replacement agenda bill.

The Board concurred with the proposed agenda bill and requested staff include the item at an upcoming Board meeting under Consent Agenda.

**District Legal Counsel:** No report.

**Board Clerk:** No report.

**NEW BUSINESS: AB #17-033 – Fieldstone Estates Pump Station – Approval of Final Costs** – Robin Krause briefly reviewed the agenda bill.

Commissioner Kimsey moved to approve the final costs of \$506,043.37 for the design and construction for the Fieldstone Pump Station.

Commissioner Harker seconded the motion, and it passed unanimously.

**AB #17-034 – NE 119<sup>th</sup> Street (NE 50<sup>th</sup> Ave to NE 72<sup>nd</sup> Ave) County Road Project – Revised Clark County Reimbursable Work Order for Construction Services** – Robin Krause briefly reviewed the agenda bill. The item was initially presented to the Board at the April 18 Board meeting for their information and review.

Commissioner Kimsey moved to authorize the General Manager, or written designee, to sign the Clark County Reimbursable Work Order for the NE 119<sup>th</sup> Street (NE 50<sup>th</sup> Ave to NE 72<sup>nd</sup>

Ave) County Road Project in the amount of \$966,716.00, which includes a 10% construction contingency.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Harker requested staff to review the policy related to the return on investment for areas served by proposed pump stations.

District staff stated they could review the District's pump station reimbursement policy with the General Sewer Plan update after information is available on future capital project needs on a District-wide basis.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

At 3:50 PM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary

(APPROVED 05/09/17)