

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
May 9, 2017**

The first regular meeting of May was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on May 9, 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, Robin Krause, Ken Andrews, Dale Lough, Tom Burns, Hugh Findlay, Dale Lough, Jason Oster and Kim Thur.

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

ADDITIONS & DELETIONS TO AGENDA: John Peterson announced staff would be presenting Agenda Bill #17-042, Declaration of Emergency Work – Alliance Salmon Creek Treatment Plant – Recovery from Sludge Blend Tank Overflow, under New Business for the Board’s consideration.

SPECIAL PRESENTATIONS: Tom Burns, Operations Manager: 5 Years of Service Award – The Board presented Tom Burns with his 5 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 25, 2017 regular meeting minutes; voucher #s 50627-50701 and #s 9210-9223 (April 2017 payroll benefits’ warrants) in the amount of \$1,139,434.23 from the Maintenance fund, 3,024.78 from the Repair & Replacement Projects fund, \$227,492.11 from the Capital Projects fund; \$7,140.98 from the Alliance Repair & Replacement Projects fund; \$0.00 from the Alliance Capital Projects fund; Agenda Bill #17-035, authorizing staff to schedule a public hearing for the Erickson Farms PUD Latecomer Reimbursement on Tuesday, June 13, 2017 at 5:00 PM or as soon thereafter as possible; Agenda Bill #17-036, authorizing staff to schedule a public hearing for the NW Overlook Drive SEP Local Facilities Charge project on Tuesday, June 13, 2017 at 5:00 PM or as soon thereafter as possible; Agenda Bill #17-037, adopting Resolution #1686, approving the final cost and pro rata share of District installed lateral for Avalon Grand Phase 10 project and authorizing staff to reimburse the developer, MCM of

Washington Inc., \$1,897.00 for installation of the lateral upon final completion of the project; Agenda Bill #17-038, authorizing the Operations Manager to purchase a 2017 Ford F5550, Dakota Service Body Model #110D54V and a Liftmoore 4000X Electric Over Hydraulic Crane in a total amount not to exceed \$75,000.00 (including sales tax); and Agenda Bill #17-039, authorizing the General Manager to sign the Professional Engineering Services Contract Amendment 2 in the amount of \$100,000.00, for a contract total of \$300,000.00, for the Professional Engineering Services Contract for Sewer Consulting with PBS Engineering and Environmental Inc. for continued engineering services on as-needed basis to deliver the Six Year Capital Program.

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, including a briefing of the recent Sludge Blend Tank overflow at the Salmon Creek Treatment Plant.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Public Outreach and Involvement; Human Resources – Recruitment; Risk Management; and Agency Coordination) – In Shawn Moore's absence, John Peterson briefly reviewed Mr. Moore's report.

District Engineer: District Engineer Activities Report (Facilities Program; Capital Program – Construction; Capital Program – Design; Development Program; Engineering Program; Discovery Clean Water Alliance; and Agency Coordination) – Robin Krause briefly reviewed his report, including 1) a draft agenda bill related to 2017 General Manager/Organization Goal 14 – Efficiency Initiative: Engineering Workflow Optimization Assessment, 14A – Field Forms Implementation.

The Board concurred with the proposed 2017 General Manager/Organization Goal 14 – Efficiency Initiative: Engineering Workflow Optimization Assessment, 14A – Field Forms Implementation agenda bill 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; & District and Professional Organization

Functions) – Ken Andrews briefly reviewed his report, including an update on the District and Alliance audits.

Operations Manager: Operations Manager Activities Report (Facilities & Fleet) – Tom Burns briefly reviewed his report, including 1) a draft agenda bill related to Janitorial Services Maintenance Services Contract; and 2) a draft agenda bill related to Locate Service Truck Replacement.

The Board concurred with both proposed agenda bills and requested staff include the items at an upcoming Board meeting under Consent Agenda.

District Legal Counsel: No report.

Board Clerk: No report.

NEW BUSINESS: AB #17-041 – Regional Biofilter – Upper Kline Interceptor Construction Contract Award – Robin Krause briefly reviewed the agenda bill.

Commissioner Kimsey moved to award the construction contract as advertised for the Regional Biofilter – Upper Kline Interceptor, Project #93-2015-0018, to Tapani, Inc., authorize the General Manager to sign a contract with Tapani, Inc., for the bid amount of \$799,992.00 (including sales tax) and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen (15) percent of the original contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

AB #17-042 – Declaration of Emergency Work – Alliance Salmon Creek Treatment Plant – Recovery from Sludge Blend Tank Overflow – Commissioner Harker moved to ratify and confirm the emergency situation located at the Salmon Creek Treatment Plant, which required the District Engineer to declare an emergency, execute a contract and complete the work.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 4:36 PM, Commissioner Kiggins recessed the meeting for approximately 24 minutes.

At 5:00 PM, Commissioner Kiggins reconvened the meeting.

HEARINGS: 5:00 PM – AB #17-040 – Persa Estates Latecomer Reimbursement – Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area for the Persa Estates Subdivision and the amount for the sanitary sewer facilities constructed in the vicinity of NW 119th Street and NW 23rd Avenue 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.

Robin Krause 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 Persa Estates Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessment Table at a future Board meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

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

Respectfully submitted,

Secretary