

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
July 11, 2017**

The first regular meeting of July was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on July 11, 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, Ken Andrews, Tom Burns, Steve Bacon, Dale Lough, Hugh Findlay and Kim Thur. District Legal Counsel Rod Kaseguma.

Visitors Present for Special Presentations: Elise Robbins.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, David Morgan and Jim West.

Visitors Present for Nielsen 113th Street Subdivision Latecomer Reimbursement Hearing: none.

Visitors Present for Rivendell Phase 1 Latecomer Reimbursement Hearing: none.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: Introduction: Elise Robbins, Finance Specialist – Ken Andrews introduced Elise Robbins, the new Finance Specialist, who began employment on June 26, 2017. The Board welcomed Ms. Robbins to the District.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving June 27, 2017 continued meeting minutes; voucher #s 50952-51010 and #s 9239-9252 (June 2017 payroll benefits' warrants) in the amount of \$1,078,581.44 from the Maintenance fund; \$96,076.92 from the Repair & Replacement Projects fund, \$71,557.92 from the Capital Projects fund; \$95,564.81 from the Alliance Repair & Replacement Projects fund; \$0.00 from the Alliance Capital Projects fund; payroll direct deposit authorizations in the amount of \$216,845.67; and Agenda Bill #17-058, authorizing staff to schedule a public hearing for the Philbrook Farms Latecomer Reimbursement on August 8, 2017 at 5:00 PM or as soon thereafter as possible.

Commissioner Harker 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 and provided the Board with recent letters provided to the Alliance from Ecology regarding 2016 operating performance for both the Salmon Creek and Ridgefield facilities and the facility loadings for the Salmon Creek Treatment Plant.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Human Resources – Recruitment; and Cooperative Purchasing) – Shawn Moore briefly reviewed his report, including a draft agenda bill related to Authorization to Enter Into Interlocal Purchasing Agreement with National Joint Powers Alliance (NJPA). The Board concurred with the proposed agenda bill and requested that staff include the item on an upcoming Consent Agenda for approval.

District Engineer: District Engineer Activities Report (Facilities Program; Capital Program – Construction; Capital Program – Design; Development Program; Discovery Clean Water Alliance; and Agency Coordination) – In Robin Krause's absence, Shawn Moore briefly reviewed his report, including 1) a draft agenda bill related to 35th Avenue Roundabout Project – Interlocal Agreement with City of Ridgefield for Pipe Construction; and 2) a memo related to McLeod Infill Latecomer Reimbursement.

The Board concurred with the proposed 35th Avenue Roundabout Project agenda bill and requested staff to include the item on an upcoming Consent Agenda for approval.

Following discussion, the Board confirmed the McLeod Infill Latecomer Reimbursement area method assessments and requested staff move forward with a notification to the affected property owners and preparing a contract for the developer to sign. The reimbursement will be presented at future Board meetings, including a public hearing.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting; Customer Support; Alliance; & District and Professional Organization Functions) – Ken Andrews briefly reviewed his report.

Operations Manager: Operations Manager Activities Report (Operations; Facilities; & Fleet) – Tom Burns briefly reviewed his report.

District Legal Counsel: Rod Kaseguma reported that he would be presenting the annual legislative summary to the Board at a future Board meeting. In addition, Mr. Kaseguma briefly mentioned and reviewed three new laws that become effective July 23, which will be included in

the summary: the new statewide Paid Family & Medical Leave program; changes to the Public Records Act; and changes to the lowest responsible bidder requirements.

Board Clerk: No report.

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

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

HEARINGS: 5:00 PM – AB #17-060 – Rivendell Phase 1 Latecomer Reimbursement -

Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area for the Rivendell Phase 1 and the amount for the sanitary sewer facilities constructed in the vicinity of NE 94th Avenue and NE 105th Street within the 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 Rivendell Phase 1 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.

5:00 PM – AB #17-059 – Nielsen 113th Street Subdivision Latecomer Reimbursement – Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area for the Nielsen 113th Street Subdivision and the amount for the sanitary sewer facilities constructed in the vicinity of NE 113th Street and NE 121st Avenue within the 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 Nielsen 113th Street Subdivision 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.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

Commissioner Harker moved to adjourn the meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 5:06 PM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary