

CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
September 12, 2017

The first regular meeting for the month of September was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on September 12, 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, Tom Burns, Dale Lough, Steve Bacon and Kim Thur. District Legal Counsel Rod Kaseguma.

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

Visitors Present for Stag Leap Pump Station Removal Local Facilities Charge Hearing: None.

Visitors Present for Clear Sky's Latecomer Reimbursement: None.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving August 22, 2017 regular meeting minutes; voucher #s 51242-51325 and #9268 (voided) and #s 9269-9282 (August 2017 payroll benefits' warrants) in the amount of \$1,145,833.01 from the Maintenance fund; \$60,551.47 from the Repair & Replacement Projects fund, \$196,443.43 from the Capital Projects fund; \$53,847.36 from the Alliance Repair & Replacement Projects fund; \$0.00 from the Alliance Capital Projects fund; payroll direct deposit authorizations in the amount of \$222,420.06; Agenda Bill #17-075, adopting Resolution #1694, establishing a Latecomer Charge for sewer lines constructed in conjunction with the McLeod Infill Subdivision (Project #11-2015-0065) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the McLeod Infill Subdivision; Agenda Bill #17-076, authorizing staff to schedule a public hearing for Annexation #01-17 (Westminstershireville) on October 10, 2017 at 5:00 PM or as soon thereafter as possible; Agenda Bill #17-077, authorizing staff to schedule a public hearing for Annexation #02-17 (Hockinson Oaks) on October 10, 2017 at 5:00 PM or as soon thereafter as

possible; Agenda Bill #17-078, authorizing staff to schedule a public hearing for Kramer's Corner Latecomer Reimbursement on October 10, 2017 at 5:00 PM or as soon thereafter as possible; Agenda Bill #17-079, adopting Resolution #1695, relating to purchases utilizing the vendor list and amending Section 2.32.090 of the Clark Regional Wastewater District Code; and Agenda Bill #17-080, adopting Resolution #1696, adopting the District Purchasing Policy and repealing Resolution #1661.

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.

Mr. Peterson reported that the City of Ridgefield has requested the City Interlocal Operating Fee continue at the current 10% amount. District staff and legal counsel will be preparing an amendment to the interlocal agreement for the Board's review and adoption.

Mr. Peterson reported that a special Washington Association of Sewer & Water Districts (WASWD) Legislator of Year awards presentation will take place at the District office on Thursday, December 7 at 4:00 PM, where Senator Ann Rivers and Representative Vicki Kraft will be presented their awards by WASWD Executive Director Jim Kuntz.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Hockinson Oaks Annexation; and Agency Coordination) – Shawn Moore briefly reviewed his report.

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 reviewed his report, including 1) memo related to C&K Short Plat Latecomer Reimbursement; and 2) Green Valley Latecomer Reimbursement.

Following discussion, the Board confirmed the C&K Short Plat Latecomer Reimbursement assessments. The Board then requested staff move forward with notifying affected property owners and preparing a contract for the developer to sign. Following both steps, the reimbursement will be presented at a future Board meeting for consideration.

Following discussion, the Board confirmed the Green Valley Latecomer Reimbursement

assessments. The Board then requested staff move forward with notifying affected property owners and preparing a contract for the developer to sign. Following both steps, the reimbursement will be presented at a future Board meeting for consideration.

Finance Director/Treasurer: John Peterson provided a brief verbal report in the absence of Mr. Andrews.

Operations Manager: No report.

District Legal Counsel: No report.

Board Clerk: No report.

At 4:25 PM, Commissioner Kiggins recessed the meeting for approximately 35 minutes.

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

HEARINGS: 5:00 PM – AB #17-081 – Stag Leap Pump Station Removal Local Facilities Charge – Commissioner Kiggins opened the hearing on the establishment of the final cost and pro rata share of the local facilities project Stag Leap Pump Station Removal District Install Infrastructure Local Facilities Charge Project area and cost for the sanitary sewer facilities installed to 3 lots along NE 107th Street. He then asked District staff to explain the Local Facilities Charge 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 Local Facilities Charge 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 District Code Chapter 5.42. He then moved to direct staff to prepare a resolution for approval and adoption of the Stag Leap Pump Station Removal District Installed Infrastructure Local Facilities Charge project 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.

5:00 PM – AB #17-082 – Clear Sky’s Latecomer Reimbursement – Commissioner Kiggins opened the hearing on the establishment of a Latecomer Reimbursement area for the Clear Sky’s Estates and the amount for the sanitary sewer facilities constructed in the vicinity of NE 110th Street and NE 120th Avenue within the 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, including advising the Board that when the Board set the date of this hearing on August 8, the final assessment table included in the Board materials was incorrect. Previous calculations brought to the Board were correct. In addition, the calculations included in today’s materials are correct. Notices to the property owners have always indicated the correct assessments.

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 Clear Sky’s Estates 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: None.

NEW BUSINESS: None.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

At 5:11 PM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary