



Discovery Clean
Water Alliance

Board of Directors Meeting First Quarter 2019 MINUTES

Friday, March 15, 2019, 10:00 a.m.

District Board Meeting Room, 8000 NE 52nd Court, Vancouver, WA 98665

Present:

City of Battle Ground: Steven Phelps
Clark County: Julie Olson
City of Ridgefield: Ron Onslow
Clark Regional Wastewater District: Norm Harker

Staff: Clark Regional Wastewater District: John Peterson; Battle Ground: Scott Sawyer; Clark County: Travis Capson; City of Ridgefield: Bryan Kast.

Audience: Clark Regional Wastewater District: Denny Kiggins, Neil Kimsey, Robin Krause, Dale Lough, Leanne Mattos, Kim Thur; City of Ridgefield: Lee Wells; Interested Citizens: Dan Clark.

Regular Business Meeting

Call to order:

Chair Onslow called the meeting to order at 10:00 a.m.

1. Late Additions to the Agenda

None:

2. Public Comment

Discussion: None.

3. Consent Agenda

Action:

Steven Phelps moved, seconded by Norm Harker, to approve the Consent Agenda, approving the December 21, 2018 meeting minutes; ratifying claim warrants #10373-10375 in the amount of \$585,431.42 for December 2018, claim warrants #10376-10379 in the amount of \$1,203,361.28 for January 2019, and claim warrants #10380-10381 in the amount of \$787,017.39 for February 2019; and approving to cancel the September 20, 2019 Board meeting and schedule a special Board meeting on September 27, 2019. Motion carried unanimously.

4. Board of Directors Officer Elections

John Peterson reviewed the Staff Report and Alliance election process. Norm Harker moved, seconded by Steven Phelps, to retain the 2018 officers for the 2019 calendar year. Motion carried unanimously.

5. Finance Report – Fourth Quarter 2018

In Ken Andrews' absence, John Peterson presented the staff report, covering sources (income) and uses (expenses) through the fourth quarter of 2018, or eighth quarter of the 2017-2018 biennium budget.

6. Operator Report Clark County – Fourth Quarter 2018

Travis Capson presented the Operator Report for Clark County covering the Salmon Creek Wastewater Treatment Plant operating performance and budget through December 31, 2018. The facility is operating well and the final costs for the biennium are anticipated to be within budget. Several important repairs have also been completed with the Operator budget during the biennium. In addition, the report included information regarding the January 5-6, 2019 windstorm event, the impacts to the 36th Avenue Pump Station and the Salmon Creek Wastewater Treatment Plant.

7. Operator Report Clark Regional Wastewater District – Fourth Quarter 2018

In Rich Ludlow's absence, John Peterson presented the Operator Report covering the Ridgefield Treatment Plant operating performance and budget through December 31, 2018. Mr. Peterson reported on the District's cross-training efforts for treatment plant operators, noting that two District staff members have recently passed their initial operator test and will become licensed operators when the requisite number of hours has been met.

8. Capital Program Report – Fourth Quarter 2018

Dale Lough presented the 2019-2020 Repair & Replacement and conditions assessment projects programmed for the current biennium. Several important projects are planned for the Salmon Creek Treatment Plant and the Ridgefield Treatment Plant. The District as Administrative Lead is moving forward to implement the approved projects and has entered into professional service agreements for the engineering work associated with the projects.

9. Administrative Lead Report

John Peterson presented the staff report, highlighting the following items, which were included in the agenda packet: 1) state and federal regulatory process update, 2) the Columbia River Water Quality Monitoring program, 3) ongoing Alliance communications, including a possible new home site near the Salmon Creek Treatment Plant; 4) review of proposed updates to the Investment Policy, Capital Asset Policy, and Debt Policy, which are anticipated to be approved on the June Consent Agenda; 5) an update on the asset management program development, including condition assessments, planned 2019-2020 activities, the Salmon Creek Treatment Plant capacity management update, an update on the Phase 5 program delivery, noting that Ecology has approved the Phase 5A Engineering Report. Finally Mr. Peterson introduced Leanne Mattos as the new Senior Administrative Assistant/Alliance Board Clerk who began employment on February 25 and announced that Robin Krause, District Engineer, is leaving the District in May to relocate to a different geographic region. Chair Onslow thanked Robin Krause for all of his efforts for the Alliance and wished him well in his future endeavors.

10. Member Agency Staff Reports

No reports.

11. Board of Directors Reports

Councilor Julie Olsen commended John Peterson and his staff for all of their efforts, welcomed Leanne Mattos and wished Robin Krause well in his future endeavors.

The meeting was adjourned at 11:36 a.m.

Prepared and edited by Alliance Administrative Lead staff. Approved by the
Discovery Clean Water Alliance Board of Directors on:

June 21, 2019

Steven Phelps, Secretary

APPROVED