



Discovery Clean  
Water Alliance

## Board of Directors Meeting First Quarter 2022 MINUTES

Friday, March 18, 2022, 10:00 a.m.

In-Person / Remote Meeting via GoToMeeting

District Board Meeting Room, 8000 NE 52<sup>nd</sup> Court, Vancouver, WA 98665

**Present:**

**City of Battle Ground:** Shane Bowman

**Clark County:** Excused Absence

**City of Ridgefield:** Ron Onslow

**Clark Regional Wastewater District:** Norm Harker

**Staff:** Clark Regional Wastewater District: John Peterson; City of Battle Ground: Mark Herceg; Clark County: Justin Maynard; City of Ridgefield: Brenda Howell.

**Audience:** Clark Regional Wastewater District: Denny Kiggins, Neil Kimsey, Robin Krause, David Logan, Rich Ludlow, Leanne Mattos, Kim Thur, Kristen Thomas, Bob Sanguinetti, Britny Carrier, Matt Jenkins, Tracy Flores; City of Vancouver: Frank Dick; Clark County: None; City of Battle Ground: Troy McCoy; City of Ridgefield: Lee Wells; Foster Garvey Legal Counsel: Lee Marchisio; PFM Financial Advisors: Duncan Brown, Maggie Marshall; Interested Citizens: Dan Clark; Guest Speakers: None

### Regular Business Meeting

**Call to order:**

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

**1. Late Additions/Deletions to the Agenda**

None.

**2. Public Comment**

None.

**3. Consent Agenda**

**Action:**

Shane Bowman moved, seconded by Norm Harker, to approve the Consent Agenda, approving the December 17, 2021 meeting minutes; and ratifying claim warrants #10543-10545 in the amount of \$1,202,933.11 for December 2021, claim warrants #10546-10547 in the amount of \$2,920,153.76 for January 2022, and claim warrants #10548-10551 in the amount of \$1,049,514.43 for February 2022. Motion carried unanimously.

**4. Board of Directors Officer Elections**

John Peterson reviewed the Staff Report and Alliance election process. Norm Harker moved, seconded by Shane Bowman, to elect Shane Bowman as the Discovery Clean Water Alliance Board of Directors Chair. Motion carried unanimously. Norm Harker moved, seconded by Shane Bowman, to elect Ron Onslow as Vice Chair. Motion carried unanimously. Norm Harker moved, seconded by Shane Bowman, to elect Norm Harker as Secretary. Motion carried unanimously.

**5. Operator Report Clark County – Fourth Quarter 2021**

Justin Maynard presented the Operator Report for Clark County covering the Salmon Creek Wastewater Treatment Plant operating performance and budget through December 31, 2021. Mr. Maynard highlighted the ongoing progress of operational efforts at the plant. Mr. Maynard also reported on the budget status of funds 4580 & 4583. The overall two-year operating budget is currently at 36.6% of actual expenditures through the fourth quarter of 2021.

**6. Operator Report Clark Regional Wastewater District – Fourth Quarter 2021**

Rich Ludlow presented the Operator Report covering the Ridgefield Treatment Plant, Regional Biofilter, Salmon Creek and Kline Interceptors, and Battle Ground Forcemain operating performance and budget status through December 31, 2021. Mr. Ludlow reviewed the status of R&R Projects for the 2021-2022 biennium. Mr. Ludlow then reviewed the operating budget, noting that the overall two-year budget is currently at 44.2% of actual expenditures through the fourth quarter of 2021.

**7. Capital Program Report – Fourth Quarter 2021**

Robin Krause presented updates on the capital program and capital project activities. He presented a Capital Program Summary status report for the District-led capital projects included in the 2021-2022 budget period. He provided updates on projects in construction (SCTP Phase 5A Package 1), and completed (SCTP Phase 5B Package 1, RTP Odor Control, SCTP Blower 3&4 Emergency Repair), and projects in design (SCTP Phase 5A Package 2, SCTP Phase 5B Package 2, and R&R projects which include SCTP Control System Network Separation, SCTP Camera System Upgrade, SCTP Fire Alarm System Replacement, SCTP Intrusion System Replacement and SCTP Fire Pump Controller Replacement).

Mr. Krause presented information on the recent bid opening for the SCTP 5A Package 2 project, highlighting the elevated costs. Mr. Krause reviewed the two options, to either award the contract or to reject the bid, and the pros and cons to both options. He further explained that there is a 45-day window to accept or reject the bid. The Board Members stated that they would discuss this presentation with their respective agencies at upcoming Board and Council meetings the following week. Further discussion will take place during the upcoming Bond Resolution agenda item later in this meeting.

**8. Treasurer Report – Fourth Quarter 2021**

David Logan presented the staff report, covering the Fourth Quarter 2021 Financial Report reflecting the results from operations for all funds as well as cash and investment balances as of December 31, 2021. Mr. Logan also explained the current transition costs associated with the SCTP transfer of operations to the District and noted that AL staff are preparing the 2021 ACFR, and the SAO audit will begin at the end of March.

**9. Administrative Lead Report**

John Peterson presented the Administrative Lead (AL) staff report, highlighting the following items, which were included in the agenda packet:

1) 2022 Capital Plan – Mr. Peterson reviewed the process of updating the Capital Plan, which has been accelerated this year to support the bond issuance process. He discussed the updates to Sections 1, 2.3 and 2.4 to reflect the operational changes planned for mid-year, the advancements in the Alliance asset management program, and the updates in the Alliance capacity management model. Mr. Peterson noted that there has been the equivalent of 3.3 years of average growth over the last two years.

2) 2022 Legislative Priorities – the Alliance legislative priorities document was attached to the AL report for reference.

3) Water Quality Regulatory Processes – State and Federal – the Alliance continues to monitor relevant water quality regulatory, legislative, and legal processes at the state and federal level as summarized in the AL report.

4) CDC/WEF National Wastewater Surveillance System (NWSS) Monitoring Project – the Alliance treatment facilities were requested to participate in a nationwide effort to monitor the SARS-CoV-2 (COVID-19) virus in wastewater.

5) Federal Infrastructure Funding – the Administrative Lead continues to evaluate opportunities for federal funding with the assistance of CFM Advocates.

6) Member Agency and Public Engagement Services – Mr. Peterson shared information about the recent tours provided to the new City Council members of Battle Ground and Ridgefield. Staff is preparing the 1<sup>st</sup> quarter E-Newsletter to be issued late March/early April.

7) Transition of Operator Responsibilities for Remaining Regional Assets – Administrative Lead staff are managing the transition of operational responsibilities. Mr. Peterson provided a draft overview schedule for the Board’s reference in the AL report.

**10. Resolution No. 2022-01 – Sewer Revenue Bonds, 2022**

**Action:**

David Logan presented the staff report and Resolution No. 2022-01 delegating authority to the Executive Director and the Treasurer to issue and sell sewer revenue bonds on behalf of the Alliance to fund capital improvements as approved in the adopted 2020 Capital Plan, and to set the final terms of the issuance and sale of the bonds. After earlier discussions about the bid results of the Phase 5A Package 2 project, the Board decided to discuss the results with their respective Boards and Councils at their meetings next week.

Shane Bowman moved, seconded by Norm Harker, to schedule a special meeting for Friday, March 25, 2022 to discuss Resolution No. 2022-01, authorizing the issuance and sale of sewer revenue bonds and providing for all matters related to the bond issuance. Motion carried unanimously.

**11. Resolution No. 2022-02 – 2021-2022 Operating and Capital Budget Amendment**

**Action:**

David Logan presented the staff report and Resolution No. 2022-02 adopting the second 2021-2022 Operating and Capital Budget Amendment for the Alliance. He summarized the four budget changes

in the amendment, explaining that the amendment reflects no changes to RSCs billed to the District and Battle Ground for 2022.

Shane Bowman moved, seconded by Norm Harker, to adopt Resolution No. 2022-02 - 2021-2022 Operating and Capital Budget Amendment for Discovery Clean Water Alliance. Motion carried unanimously.

**11. Member Agency Staff Reports**

None.

**12. Board of Directors Reports**

No reports.

**Discussion:**

None.

**The meeting was adjourned at 12:02 p.m.**

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

June 17, 2022

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Norm Harker, Secretary