



Discovery Clean
Water Alliance

Board of Directors Meeting First Quarter 2023 MINUTES

Friday, March 17, 2023, 10:00 a.m.

In-Person / Remote Meeting via GoToMeeting

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

Present:

City of Battle Ground: Troy McCoy, alternate for Shane Bowman
Clark County: Sue Marshall
City of Ridgefield: Lee Wells, alternate for Ron Onslow
Clark Regional Wastewater District: Norm Harker

Staff: Clark Regional Wastewater District: John Peterson, David Logan, Matt Jenkins, Robin Krause, Kristen Thomas, Leanne Mattos; City of Battle Ground: Mark Herceg; Clark County: None; City of Ridgefield: None.

Attendees: Clark Regional Wastewater District: Denny Kiggins, Neil Kimsey, Britny Carrier, Laine Keniston, Connie Pekarek; City of Vancouver: Frank Dick, Sheryl Hale; Clark County: None; City of Battle Ground: None; City of Ridgefield: None; Foster Garvey Legal Counsel: Lee Marchisio; Interested Citizens: Dan Clark; Guest Speakers: None

Regular Business Meeting

Call to order:

In the absence of both Chair Bowman and Vice-Chair Onslow at the March 17, 2023 Alliance Board of Directors meeting, for the purposes of presiding over this meeting of the Board and performing all other duties of the Chair, Norm Harker moved "to appoint Troy McCoy as Chair Pro Tem for the limited period of the Chair's absence." Lee Wells seconded the motion. Motion carried unanimously.

Chair Pro Tem McCoy 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:

Norm Harker moved, seconded by Lee Wells, to approve the Consent Agenda, approving the December 16, 2022 meeting minutes; and ratifying claim warrants #10603-10604 in the amount of

\$24,000.00 and claim warrants #10605-10609 in the amount of \$2,050,110.72 for December 2022, claim warrants #10610-10612 in the amount of \$1,467,875.66 for January 2023, and claim warrants #10613-10615 in the amount of \$3,749,051.17 for February 2023. Motion carried unanimously.

4. Alliance Overview / New Board Member Welcome

John Peterson welcomed Clark County Councilor Sue Marshall, the newly appointed elected official serving on the Alliance Board of Directors. Mr. Peterson then provided an overview of the Alliance partnership.

5. Board of Directors Officer Elections

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

6. Operator Reports – Fourth Quarter 2022

Matt Jenkins 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, 2022. Mr. Jenkins noted that SCTP staff cross-training efforts are complete, and staff are now being rotated into shifts at RTP. Mr. Jenkins reviewed the status of R&R Projects for the 2021-2022 biennium. Mr. Jenkins then reviewed the operating budget, noting that the overall two-year operating budget is currently at 72.7% of actual expenditures through the fourth quarter of 2022 (100% of biennial budget).

Mr. Jenkins then presented the Operator Report covering the Salmon Creek Wastewater Treatment Plant operating performance and budget status through December 31, 2022. Mr. Jenkins highlighted the ongoing progress of staffing, permitting, maintenance and operational efforts at the plant, and reviewed the status of R&R Projects for the 2021-2022 biennium. Mr. Jenkins then reviewed the operating budget, noting that the overall two-year operating budget is currently at 99.9% of actual expenditures through the fourth quarter of 2022 (100% of biennial budget).

7. Capital Program Report – Fourth Quarter 2022

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, projects in design, and projects in planning.

Mr. Krause then presented an update on the SCTP Phase 5A Package 2 Effluent Pipeline project. He explained that the contractor is currently boring under the BNSF railway to install the 60" steel casing to house the 48" outfall pipe, and they have encountered unexpected soil conditions that have caused delays and additional costs. The additional costs are likely to be within the project contingency built into the budget and will also be partially offset by the previously approved Value Engineering savings.

8. Treasurer Report – Fourth Quarter 2022

David Logan presented the staff report, covering the Fourth Quarter 2022 Financial Report reflecting the results from operations for all funds as well as cash and investment balances as of December 31, 2022. Mr. Logan also noted that AL staff are preparing the 2022 ACFR, and the SAO audit will begin in April.

9. Regulatory Compliance Program Report

Kristen Thomas presented the staff report, including an update on the Industrial Pretreatment Program, the CDC/WEF National Wastewater Surveillance System (NWSS) Monitoring Project, State and Federal Water Quality Regulatory Processes, and PFAS Legislation and Regulation.

10. 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 Capacity Management Update and Phase 5 Expansion Program Overview – the Alliance is carefully managing regional capacity at its treatment facilities. Mr. Peterson noted the growth trends and explained the four elements of the capacity management strategy.

2) State and Federal Infrastructure Funding – the Administrative Lead continues to evaluate opportunities for federal funding with the assistance of CFM Advocates. The District has recently submitted an earmark request and letters of support to all three federal offices.

3) 2023 Legislative Session – Mr. Peterson provided an update of the items most applicable to the Alliance responsibilities.

4) Member Agency and Public Engagement Services – Mr. Peterson shared information about the recent tours provided to local, state and federal officials. Staff is preparing the 1st quarter E-Newsletter to be issued in early April.

11. Member Agency Staff Reports

None.

12. Board of Directors Reports

No reports.

Discussion:

None.

The meeting was adjourned at 12:00 p.m.

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

June 16, 2023

Norm Harker, Secretary