



Discovery Clean  
Water Alliance

## Board of Directors Meeting First Quarter 2024 MINUTES

Friday, March 15, 2024, 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:** Sue Marshall

**City of Ridgefield:** Ron Onslow (arrived at 10:13 a.m.)

**Clark Regional Wastewater District:** Norm Harker (left at 11:46 a.m.)

**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, Kim Thur, Britny Carrier, Laine Keniston, Vanessa Johnson, Melissa Armstrong, Emily Brown; City of Vancouver: Frank Dick; Clark County: None; City of Battle Ground: None; City of Ridgefield: Lee Wells; Foster Garvey Legal Counsel: Lee Marchisio; Interested Citizens: None; Guest Speakers: None.

### Regular Business Meeting

**Call to order:**

Chair Bowman 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:**

Sue Marshall moved, seconded by Norm Harker, to approve the Consent Agenda, approving the December 15, 2023 meeting minutes; and ratifying claim warrants #10661-10665 in the amount of \$1,106,228.79 for December 2023, claim warrants #10666-10668 in the amount of \$3,884,252.39 for January 2024, claim warrants #10669-10672 in the amount of \$1,911,958.85 for February 2024. Motion carried unanimously.

**4. 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 Sue Marshall as Secretary. Motion carried unanimously.

**5. Operations Update – Biosolids Program**

Matt Jenkins provided a presentation outlining an overview of the current biosolids program, as well as program changes for 2023-2024 and beyond, including potential land application alternatives and hauling optimization.

There were discussions surrounding the pros and cons of the different land application alternatives. The District intends to move forward with recommendation of a land application contract with Fire Mountain Farms. The Board concurred.

There were then discussions surrounding the pros and cons of self-performed hauling and land application. The District intends to move forward with recommendation for self-performed hauling. The Board concurred.

**6. Capital Program Update – Capital Repair & Replacement Program**

Robin Krause provided a presentation outlining an overview of the development of the R&R program elements for the 2024 Capital Plan. He explained the process of building the program, the forecasting model, and the project prioritization tool.

There were discussions surrounding the different options to consider and the corresponding financial impacts and risks. The District intends to recommend the gradual approach of ramping into a sustaining funding level over time (20 years). The Board requested to also see a comparison of 10-year and 15-year phase-in models. Mr. Krause will present this updated information at a future Board of Directors meeting.

**7. Administrative Lead Report**

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

1) Federal Advocacy Update – Mr. Peterson provided an update regarding the \$3M Community Project Funding request submitted to the Appropriations Committee by the offices of Senator Murray and Congresswoman Gluesenkamp Perez, for the Salmon Creek Wastewater Treatment Plant Energy Efficiency and Modernization project. The bills passed on March 8.

2) State Advocacy Update – Mr. Peterson reported that the biosolids bill did not pass the House. The 2024 Coalition for Clean Water biosolids fact sheet is attached to this report for reference.

3) 2024 Capital Plan – Capacity Management Update – Mr. Peterson discussed the planning efforts for the upcoming Capital Plan update, which supports the 2025-2026 Capital Budget process. He provided a capacity management update with initial project timing in his presentation. Staff will be working on refinements to the project timing and updated project costs to bring a draft Capital Plan to the June Board of Directors meeting for review.

4) Administrative Lead and Operator Agreement Updates – Mr. Peterson introduced the topic of updates to the agreements, both of which expire at the end of 2024. There were discussions regarding

the duration of the agreements and whether there are potential ways to simplify them to make the District's work even more efficient. Lee Marchisio participated in the discussion and he will work with staff to draft some updates to bring to the Board for consideration in a future meeting.

**8. Operator Reports – Third & Fourth Quarter 2023**

Matt Jenkins presented the Operator Report covering the Salmon Creek Treatment Plant (SCTP), Ridgefield Treatment Plant (RTP), and the Alliance Transmission System operations and treatment performance through December 31, 2023. He noted that SCTP and RTP treatment performance was stable throughout the third and fourth quarters of the year, and that all NPDES permit limits were met.

Mr. Jenkins provided an update outlining the ongoing maintenance accomplishments and priorities at the SCTP and RTP, as well as the operations and maintenance of the Alliance Transmission System.

**9. Capital Program Report – Fourth Quarter 2023**

Robin Krause presented updates on the capital program and capital project activities. Mr. Krause presented a Capital Program Summary status report for the District-led capital projects included in the 2023-2024 budget period. He provided updates on projects in construction, projects in design, and projects in planning.

Mr. Krause presented a chart showing the budget and schedule status of the Alliance CIP and R&R projects, listing a majority of the projects tracking within budget or on schedule, while also explaining the schedule or cost variances.

**10. Treasurer Report – Fourth Quarter 2023**

David Logan presented the Fourth Quarter 2023 Financial Report reflecting the results from operations for all funds, as well as cash and investment balances as of December 31, 2023.

Mr. Logan presented an analysis of low-cost funding opportunities AL staff continues to explore. He concluded with a brief overview of the 2023 Annual Comprehensive Financial Report (ACFR) and the upcoming annual SAO audit.

**11. Regulatory Compliance Program Report**

Kristen Thomas presented an update on the Industrial Pretreatment Program, the Washington Wastewater-Based Epidemiology (WAWBE) Project, PFAS Legislation and Regulation, and the Ecology Biosolids General Permit.

**The meeting was adjourned at 12:34 p.m.**

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

June 21, 2024

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Secretary