

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

CDID No. 1 Office, 5350 Pacific Way, Longview, Washington

January 11, 2022

The Regular Meeting of the Board of Supervisors of Consolidated Diking Improvement District No. 1 was called to order by Chair, Sherry Bean, at 9:00 a.m., January 11, 2022.

Present:

Board of Supervisors:

Sherry Bean, Chair
Bill Hallanger, Vice-Chair
Tim Kilmer, Secretary

Staff:

Amy Blain, District Manager
Morgan Atkins, Admin. Finance Assistant
Chance Cox, Operations Foreman

Legal Counsel:

Dave Spencer

Guest:

Steve Haubner

Agenda

A motion was made and seconded to approve the agenda as published. Motion carried.

Minutes

On a motion made, seconded and carried the reading of the minutes of the CDID No. 1 Board of Supervisors regular meeting, held on December 28, 2021 copies of which had been submitted to the Board, was waived and the minutes were approved as if read.

Stormwater Manager's Report

Steve Haubner, City of Longview Stormwater Manager, reported the City is cleaning up after the January 6, 2022 flood event. Mr. Haubner stated several areas were flooded over the road creating unsafe conditions and reported a slide on Maplewood Drive that closed the road for several hours. Mr. Haubner wanted to discuss Gracie Place and drainage to Ditch No. 12. Mr. Cox stated improvement can be done where pipes from the nearby bioswale are low with no pumping structure. Ms. Blain stated an additional stoplog could be added to the nearby spillway giving 8" of increased capacity.

Mr. Haubner noted the City revised their illicit discharge code in 2017 to include dumping into surface waters which covers the District and allows prosecution of repeat illicit discharge offenders. Ms. Blain stated the District delivers residents a written notice to resolve illicit discharges, if not resolved a second and third notice are delivered involving the Longview Police Department (LPD) with the third. Ms. Blain noted the District currently has two illicit discharges on their third notice, and may request assistance from the City.

Permit No. 21-09, Finch Drive Apartments

Ms. Blain recalled at the July 13, 2021 Board of Supervisors regular meeting the sale of Regional Stormwater Detention for the Finch Drive Apartments was approved and at the July 27, 2021 Board of Supervisor regular meeting Permit No. 21-09, Finch Drive Apartments, was approved to add a new stormwater outfall according to PLS Engineering flow calculations. Ms. Blain reported the City of Longview is prepared to issue project permits and Regional Stormwater Detention will be purchased when the development issues the District payment.

Engineer's Report

Annual Report: - Aquatic Plant and Algae Management General Permit: Amy Blain, District Manager, reported the District's Aquatic Plant and Algae Management (APAM) General Permit Annual Report was submitted to the Washington State Department of Ecology (WSDOE). Ms. Blain noted she requested advice/recommendation to assist with treating weed growth in the ditches. Ms. Blain noted she is hoping for WSDOE internal resource or consultant recommendation.

Operations Foreman Report

Chance Cox, Operations Foreman, reported on the following maintenance activities:

- Vegetation removal along Ditch No. 5 to No. 10 and No. 14.
- Screen cleaning at Reynolds Pump Station.
- Maintenance along the Cowlitz River Levee.

January 6, 2022 Flood Event: The District crew worked several hours of overtime during the recent January 6, 2022 flood event. Their response was necessary for debris removal at the pump stations and a crew from Champ's Tree Service assisted with debris removal. Ms. Blain noted the USACE called to check in on the District during the flood event.

Mr. Cox reported Ditch No. 6 levels were higher than usual during the storm and radial gate procedures were printed for each District crew member and each Pump Station. Mr. Haubner noted the City needs to address water runoff coming above Wildwood Drive that sheet flows across Pacific Way. Ms. Blain proposed the City add more catch basins to the targeted areas. Mr. Cox reported the Reynolds Pump Station and Pump No. 6 screens were dislodged, affecting operating during the storm. Mr. Cox stated temporary cables are used to bolt these screens into place and reduce movement.

Attorney's Report

Resolution No. 21-05, CCW Interlocal Agreement: At the December 14, 2021 Board of Supervisors regular meeting a motion was made to authorize the District Manager to sign a memorandum for changes to the Cowlitz Clean Waters (CCW) Interlocal

Agreement. Ms. Blain presented the final draft reviewed by Legal Counsel to add an additional five years and increase the annual funding to \$15,000.

Old Business

Project No. 22-09, 2022 Election (Kilmer): Ms. Atkins reported Supervisor Kilmer was the only candidate to file for the open CDID No. 1 Supervisor position, therefore being automatically elected. Supervisor Kilmer took the Oath of Office and assumed the office immediately.

New Business

Washington Cares Fund – Delay of LTC Payroll Tax: Ms. Blain recalled at the August 10, 2021 Board of Supervisors regular meeting Resolution 21-02, to provide a long term care health benefit to its employees and establishing a monthly allowance for the purpose of disbursing payment for monthly premiums of said long term care policy was approved. Ms. Blain reported the Washington State Governor, Jay Inslee, announced a temporary delay in the collection of premiums for the Washington Long Term Care program (WA Cares). Initially the delay was temporary and presumed collection will begin in April 2022. Ms. Blain stated after conversations with the Washington State Governors Office the WA Cares premium collection delay could be a lot longer and recommended cancelling the District's long term care health benefit until the WA Cares premium is finalized.

Discussion followed regarding cancelling the District's long term care health benefit and premium cost once a program is re-established for District employees.

A motion was made and seconded, to suspend the District's long term care health benefit until the WA Cares premium collection issues are resolved. Motion carried.

Open Government Training Requirements: District staff and the Board of Supervisors are due to renew Open Government Training from the Washington State Office of the Attorney General's website in 2022. Ms. Atkins stated staff and the Board of Supervisors completed the Open Government Training in 2018 and it should be renewed every 4 years, noting Districts staff and the Board of Supervisors have completed renewal training for 2022.

Ditch No. 2 Right-Of-Way – City of Longview Property Acquisition / Trade: Ms. Blain stated the City proposed a property trade for street Parcel #'s: 09223, 06701, 09222, and 09221 on 32nd Avenue near Maple Street. Ms. Blain stated the District doesn't have any property to relinquish in the interest. Ms. Blain stated the District's 2022 budget allocated \$20,000 for property purchases and would like to move forward with these parcels, which are estimated to be assessed at \$4,000 total. Discussion followed regarding maintenance and mowing if the parcels are acquired.

The Board of Supervisors instructed the District Manager to proceed with purchasing options with the City for Parcel #'s: 09223, 06701, 09222, and 09221.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of December 31, 2021 Claim Summary (2021 Budget)

After review of District claims, a motion was made and seconded to approve and execute the December 31, 2021 Claim Summary submitted in the amount of \$12,497.80. Motion carried.

Approval of January 11, 2022 Claim Summary (2022 Budget)

After review of District claims, a motion was made and seconded to approve and execute the January 11, 2022 Claim Summary submitted in the amount of \$25,148.19. Motion carried.

Approval of the Board of Supervisors December Time and Expense

Upon a motion made, seconded and adopted, the Board of Supervisors elected to waive the December 2021 Board of Supervisors Time and Expense. Motion carried.

Ratification of December 31, 2021 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending December 31, 2021 were approved in the amount of \$39,229.77. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 10:05 a.m.

The next regular Board of Supervisors' meeting is scheduled for January 25, 2022.

The Advisory Committee meeting is scheduled for January 20, 2022 via Zoom.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair