

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

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

February 8, 2022

The Regular Meeting of the Board of Supervisors of Consolidated Diking Improvement District No. 1 was called to order by Chair, Tim Kilmer, at 9:00 a.m., February 8, 2022.

Present:

Board of Supervisors:

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

Staff:

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

Legal Counsel:

Dave Spencer

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 January 25, 2022, 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, was absent from the meeting.

Shelly Place Pre-Application Meeting

Ms. Blain reported new development is being proposed on Shelly Place between Memorial Drive and Ocean Beach Highway. Ms. Blain explained a sink hole in this location was temporarily repaired in the past year and the developer may be required to repair the culvert between Olive Way and Ditch No. 12. Ms. Blain reported summer 2022 District staff will inspect and address maintenance and repairs in this area to ensure if a road is installed it will not hinder District operations. Ms. Blain noted the

developer appears interested in purchasing into the District's Regional Stormwater Detention for stormwater retention.

Engineer's Report

COVID-19 Provisions: Amy Blain, District Manager, requested removing the mask requirement while working. Ms. Blain explained District staff would continue to wear masks while in vehicles or other public, in close contact and when communicating with the public as long as it's mandated. Ms. Blain noted janitorial services and using a disinfectant atomizing spray for sanitizing the office, shop and equipment will continue regardless.

Following discussion, the Board of Supervisors were in consensus to remove the mask requirement while working.

Operations Foreman Report

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

- Removing debris/garbage in Ditch No. 3 from the Regent to 26th Avenue.
- Champ's Tree Service is removing trees along Ditch No. 6 East for access in the spring to clean a culvert.
- Repairing and bolting down screens throughout the District.
- Carney Construction cleaned culverted and made repairs relating to the January 6, 2022 storm event.
- A tree slid off the hill near Mt. Solo Road onto District property. The homeowner was notified of their property slide and the tree will be removed in spring.

Project No. 22-13, Excavator Purchase: Mr. Cox presented proposals for the purchase of an excavator including attachments and Washington State sales tax as follows:

Komatsu	\$320,000
Link-Belt	\$355,000
Peterson CAT	\$375,000

Mr. Cox explained each machines specifications including: size, service location, horsepower, stick length, attachments, pounds per square inch (PSI) ground pressure, etc. Mr. Cox recommended purchasing the Link-Belt stating service and build are done locally at Summit Machinery in Kelso Washington. Mr. Cox stated the machine can be built in 3-4 months if approved and will hold a 5-year warranty. District staff met with Summit Machinery and requested references from customers. Ms. Blain followed up with references and was impressed with recommendations for their service and equipment.

Following discussion, a motion was made and seconded to move forward with the purchase of the Link-Belt. Motion carried.

Attorney's Report

CVG4 Agreement and Release of Plat Restriction: Dave Spencer, Legal Counsel, reported an updated document was received to sign in support of removing a covenant on Columbia Valley Gardens 4 (CVG4) discussed at the December 14, 2021 Board of Supervisors regular meeting. Mr. Spencer recommended to not sign the document stating it would not be in the best interest of the District to release any power of control over ditch maintenance.

Following discussion, the Board of Supervisors were in consensus to decline signing a support document to remove a covenant on CVG4.

Request for Qualifications for CDID No. 1 Legal Counsel: A Request for Qualifications (RFQ) was presented to the Board of Supervisors for District Legal Counsel. Ms. Blain stated the RFQ will be sent to those who have expressed interest and to the Cowlitz-Wahkiakum Bar Association.

Old Business

Long Term Care Coverage: Ms. Atkins recalled a motion at the January 11, 2022 Board of Supervisors regular meeting to suspend the District's Long Term Care (LTC) health benefit until the Washington Long Term Care Fund (WA Cares) premium collection issues are resolved. Ms. Atkins explained Governor Inslee recently signed two bills highlighting the following key pieces:

- Delay in premium collection for 18 months.
- Any qualified LTC coverage established prior to November 1, 2021 is the only opportunity to opt-out of the upcoming WA Cares Fund premium assessment. There is no further opportunity available to receive the opt-out exemption for any policies purchased after November 1, 2021.

Ms. Atkins advised the District continue paying premiums for the LTC health benefit to ensure employees who opted out of the program remain eligible when the WA Cares Fund premium begins to be collected.

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

New Business

Calendar Contest Recognition Event, February 9, 2022: The Cowlitz Clean Waters Partners (CCWP) are hosting a virtual recognition event for the 2022 CCWP Calendar Contest winners on February 9, 2022. Ms. Blain stated she would send a link to the Board of Supervisors if they wanted to participate.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of February 8, 2022 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the February 8, 2022 Claim Summary submitted in the amount of \$49,951.74. Motion carried.

Approval of the January 2022 Board of Supervisors Time and Expenses

Upon a motion made, seconded and adopted, the Board of Supervisors' January 2022 Time and Expense were approved. Motion carried.

Ratification of January 31, 2022 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending January 31, 2022 were approved in the amount of \$34,063.70. 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 February 22, 2022.

The Advisory Committee meeting is scheduled for February 17, 2022 via Zoom.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair