

**Consolidated Diking Improvement District No. 1**

**Board of Supervisors Meeting Minutes**

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

**February 22, 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 22, 2022.

**Present:**

**Board of Supervisors:**

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

**Staff:**

Amy Blain, District Manager  
Morgan Atkins, Admin. Finance Assistant  
Darren Frye, Lead Person

**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 February 8, 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.

**Permit No. 21-13, Northwest Alloys (Reynolds Metals) MTCA Clean-Up Act**

Ms. Blain recalled at the December 28, 2021 Board of Supervisors regular meeting a Letter of No Objection to the U.S. Army Corps of Engineers (USACE) was issued for Permit No. 21-13, Northwest Alloys (Reynolds Metals) Model Toxic Control Act (MTCA) Clean-Up Act Section 408 review. Ms. Blain recommended approval explaining all work proposed is within the levee overbuild right-of-way and will have no impact to the levee.

A motion was made and seconded, to approve Permit No. 21-13, Northwest Alloys (Reynolds Metals) MTCA Clean-Up Act, as presented. Motion carried.

### **Engineer's Report**

Amy Blain, District Manager, reported on the following:

Project No. 22-11, Coal Creek Paving: One bid was opened on February 10, 2022 from Lakeside Industries and they were deemed responsive and responsible. Ms. Blain noted several quotes were solicited. Ms. Blain reported the total bid including paving and seal coating additives is \$165,567.26 including Washington State sales tax. Ms. Blain recommended approval stating the budget amount for the project was \$200,000. Cowlitz County Public Works demolished existing asphalt from Coal Creek to the District's gate and used a saw to cut clean edges to the adjacent concrete bridge. The District crew will complete prep work and rock to prepare for pavement.

A motion was made and seconded, to award Project No. 22-11, Coal Creek Paving to Lakeside Industries for \$165,567.26 including Washington State sales tax. Motion carried.

Project No. 22-14, Maintenance Building Water Service Upgrade: Carney Construction relocated the waterline at the District's Maintenance Building for the fire hydrant. Ms. Blain explained property acquired behind the Maintenance Building was hindered by a large concrete vault and the fire hydrant. Ms. Blain stated the City turned off water and Carney added a two inch yard hydrant to simplify filling water trucks. Ms. Blain noted All About Fencing LLC also referenced the newly acquired area for additional security and better access.

### **Operations Foreman Report**

Darren Frye, Lead Person, reported on the following maintenance activities:

- Building out from property acquired behind the District's Maintenance Building. Mr. Frye stated this will gain property back to the corner markers.
- Mowing with the Kubota riding lawn mower along the cutoff slough by 36<sup>th</sup> Avenue.

Annual Motor Testing: Industrial Electrical Machinery (IEM) completed the annual pump station motor testing. Mr. Frye stated nineteen motors were tested and all passed but the Main Pump Station Pump No. 2 and Industrial Way Pump Station Pump No. 1. Mr. Frye explained problems for both were discovered in vibration analysis testing. Mr. Frye stated IEM's recommendation was to monitor the pumps and revisit during the 2023 annual inspection. Discussion followed regarding future repairs.

### **Attorney's Report**

Interlocal Agreement for Mutual Aid: An Interlocal Agreement for Mutual Aid between the City of Longview and CDID No. 1 was presented. Dave Spencer, Legal Counsel, reviewed and recommended approval of the contract. Ms. Blain explained the agreement is in place for emergency preparedness.

A motion was made and seconded, to approve the Interlocal Agreement for Mutual Aid between the City of Longview and CDID No. 1 as presented. Motion carried.

New Contract – Advanced Excavating Specialists: An Agreement for Services of Independent Contractor between Advanced Excavating Specialists (AES) and CDID No. 1 was presented. Mr. Spencer reviewed and recommended approval the contract.

A motion was made and seconded, to approve an Agreement for Services of Independent Contractor between Advanced Excavating Services and CDID No. 1 as presented. Motion carried.

### **Board of Supervisors Report**

The Board of Supervisors had nothing new to report.

### **Approval of February 22, 2022 Claim Summary**

After review of District claims, a motion was made and seconded to approve and execute the February 22, 2022 Claim Summary submitted in the amount of \$40,111.89. Motion carried.

### **Approval of the February 2022 Bank of America Claim Summary**

After review of the District claims, a motion was made and seconded to approve and execute the February 2022 Bank of America Claim Summary submitted in the amount of \$1,203.10. Motion carried.

### **Ratification of February 15, 2022 Payroll and Benefits**

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending February 15, 2022 were approved in the amount of \$34,337.15. Motion carried.

### **Adjourn Meeting**

There being no further business, the meeting adjourned at 9:20 a.m.

The next regular Board of Supervisors' meeting is scheduled for March 8, 2022.

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

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Tim Kilmer, Chair

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Sherry Bean, Secretary

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Bill Hallanger, Vice-Chair