

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

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

February 25, 2020

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., February 25, 2020.

Present:

Board of Supervisors:

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

Staff:

Amy Blain, District Engineer
Morgan Atkins, Admin. Finance Assistant
Chance Cox, Operations Foreman
Troy Cole, Engineer Specialist

Legal

Dave Spencer

Guest:

Sam Barham, Gibbs & Olson
Steve Warner, City of Longview

Agenda

The following item was corrected on the agenda:

Permits:

- ~~Permit No. 20-02, Longview Business Park~~

Timed Agenda Item:

- 9:00 a.m., Permit No. 20-02, Longview Business Park

A motion was made and seconded to approve the agenda as amended. 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 11, 2020, copies of which had been submitted to the Board, was waived and the minutes were approved as if read.

Stormwater Manager's Report

Steve Warner, City of Longview Stormwater Inspector, reported the Cowlitz Clean Waters partners (CCW) are organizing a meeting to discuss outreach education opportunities for the 2020 calendar year.

Permit No. 20-02, Longview Business Park

Mr. Cole introduced Sam Barham, Gibbs & Olson (G&O), present to discuss Permit No. 20-02, Longview Business Park. Mr. Barham explained G&O has been contracted by a developer for a business park on vacant land between Oregon Way and California Way. Mr. Barham stated the business park is seeking preliminary approval for proposed stormwater outfall into Ditch No. 3. Mr. Barham explained G&O is working with the City of Longview to ensure compliance for the proposed stormwater outfall. Mr. Barham stated lots for the business park will be sold on the premise the owner will have to accommodate for stormwater detention on each parcel. Mr. Cox stated District maintenance activities occur from the opposing side of the ditch and the proposed outfall will not affect District operations. Mr. Barham restated G&O is only seeing preliminary approval of the concept for the City of Longview to buy off on building site plans. Mr. Barham explained a formal Encroachment Permit Application and specifications of the outfall structure will be provided for approval once the City of Longview approves the building site plans.

The Board of Supervisors were in consensus the stormwater outfall would not be opposed conceptually and requested additional structure details and an Encroachment Permit Application prior to approval.

Engineer's Report

Project No. 19-20, Website Redesign: Amy Blain, District Engineer, and Ms. Atkins are attending training for the website launch. Ms. Blain reported a link to the District's website will be sent to the Board of Supervisors for edits prior to the public launch.

Operations Foreman Report

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

- Building a boat ramp below Pumps No. 7 and No. 8 for easier access to remove debris/weeds and aquatic herbicide application.
- Monitoring the Cowlitz River levee during smelt dipping for bank damage.
- Onsite training for an emergency situation with the AquaFence barriers at West Side Highway.
- Debris cleanup from a truck rollover on Ditch No. 5
- Cleaning Ditch No. 8 and Ditch No. 15 for improved flow, storage and accessibility.

- Repairing a portable pump to be stored at the West Side Highway storage building. Mr. Cox explained when the pump was sandblasted and painted the radiator got sandblasted creating a leak via pin holes.

Oregon Way Outfall: The Oregon Way outfall repaired by District staff after Fisk Communications bored a hole into it was opened up by District Staff to ensure safe access for contractors to complete a more thorough repair. Mr. Cox stated the District is working with Molecular, Inc. on several repair options. Ms. Blain noted because Fisk Communications called for locates, even though the District was not contacted, they are not liable for the cost of repairs. Ms. Blain stated the District is working on a long-term project of marking all underground pipes and culverts to prevent similar damages.

FEMA ICS Training: District staff are completing the Federal Emergency Management Agency (FEMA) Incident Command System (ICS) 100 and 700 level training.

Attorney's Report

Dave Spencer, Legal Counsel, called attention to the Public Disclosure laws in place for the District. Mr. Spencer recommended the District use caution with e-mails to disclose information, stating people are targeting entities like the District requesting information to receive settlements when said information is not disclosed.

New Business

Oath of Office, Bill Hallanger: Mr. Hallanger took the Oath of Office and assumes the office immediately.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of February 25, 2020 Claim Summary

After review of the District claims, a motion was made and seconded to approve and execute the Claim Summary submitted in the amount of \$36,822.96. Motion carried.

Ratification of February 15, 2020 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending February 15, 2020 were approved in the amount of \$45,506.98. Motion carried.

Adjourn Meeting

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

The next regular Board of Supervisors' meeting is scheduled for March 10, 2020.

The next Advisory Committee meeting is scheduled for February 19, 2020.

Sherry Bean, Chair

Tim Kilmer, Vice-Chair

Bill Hallanger, Secretary