

**Consolidated Diking Improvement District No. 1**  
**Board of Supervisors Meeting Minutes**  
**CDID No. 1 Office, 5350 Pacific Way, Longview, Washington**  
**February 28, 2023**

The Regular Meeting of the Board of Supervisors of Consolidated Diking Improvement District No. 1 was called to order by Vice-Chair, Bill Hallanger, at 9:00 a.m., February 28, 2023.

**Present:**

**Board of Supervisors:**

Bill Hallanger, Vice-Chair  
Sherry Bean, Secretary

**Staff:**

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

**Legal Counsel:**

Frank Randolph

**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 14, 2023, 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 following:

Mt. Solo Estates Development Phase 1 was accepted by the City and they are considering acceptance of Phases 2A and 2B. Ms. Blain reported District concerns include a missing gate installation and regrading and placing top rock to finish the maintenance access road. Ms. Blain also noted the housing contractor is piling excavated dirt from foundation excavation onto District property that needs to be spread and seeded.

Townhome Subdivision on Shelly Place and Olive Way proposed a revised concept with a new design team along Ditch No. 13 which will require a culvert to extend Olive Way. Ms. Blain recalled a sink hole which was temporarily repaired two summers ago. High ditch levels last summer while the Main Pump Station was out of service prevented inspection to determine the scope of a permanent repair. Ms. Blain stated the District's

preference to remove the damaged metal culvert, install a box culvert and relocate the trash rack south of Olive Way has been proposed to the developer.

A proposed mobile home development by Perry Gilmore near Cowlitz Fire 2 on Ocean Beach Highway contains a portion of undevelopable land the District may wish to acquire for continued ownership and maintenance of Ditch No. 15. A site map with the proposed legal description for exhibits was sent to the District and is being reviewed by staff and will be forwarded to Legal Counsel. Ms. Blain noted the proposed property is part of a larger parcel so the property will need to be acquired through a short plat process.

Divert, Inc. was issued a temporary grading permit in advance of pending construction permits to move into the Mint Farm Industrial Park. Divert, Inc. is an impact technology company that processes food waste from grocery stores, restaurants, etc. using transformative technologies to create data maximizing the freshness of food and preventing waste, recovering edible food to donate, and uses a proprietary process to remove carbon from the food value chain by converting wasted food into renewable energy. Mr. Haubner stated the company will provide several good jobs to the community and is planning to provide onsite stormwater detention.

4504 Ocean Beach Highway is in pre-application to be annexed to the City for an office facility building. Ms. Blain noted the property owner contacted the District for discussion of Regional Stormwater Detention, but is on hold until the project progresses.

Both pumps at the golf course stormwater pump station were replaced. Mr. Haubner explained the original project vision was provide an open channel from the downstream pond at the golf course to the Cutoff Slough and City Engineers determined pump capacity and configuration were the underlying issues not hydraulics and reconfigured. Mr. Haubner reported the pump station should operate mostly with gravity flow and reduce prior issues.

The City's contractor installed a Contech stormwater treatment vault for Hope Village to discharge runoff to Ditch No. 3 via a 12" outfall. The installation was inspected by City and District staff.

Reconstruction of 46<sup>th</sup> Avenue will begin this spring. Mr. Haubner stated construction includes a new bridge and stormwater treatment swale. The project is primarily funded by grants and the City hopes to complete construction before school starts in fall of 2023.

Demolition of the Fisher's Lane water treatment plant is pending. Mr. Haubner explained the City will complete demolition and address environmental issues in order to better market the property. Ms. Blain reported she is working with City staff on demolition plans, and to finalize agreements to acquire ownership of the Cowlitz River Levee. Discussion followed regarding the abandonment of existing utilities Ms. Blain stated there is an outfall from the residual basins to the Cowlitz River that will need to be grout filled. Mr. Haubner requested Ms. Blain email City staff to ensure the issue is addressed.

City staff conducted a receiving water assessment, and are in the process of prioritizing basins to develop a stormwater action management plan. Mr. Haubner presented a map illustrating watersheds and explained determined Ditch No. 4 will be the City's main focus based on current and future development. Mr. Haubner explained the stormwater action management plan relates to source control, in compliance with the City's municipal stormwater permit, noting the plan must be complete by March 31, 2023.

### **Permit No. 22-10, Cowlitz Levee Signage**

Ms. Blain recalled Permit No. 22-10, Cowlitz Levee Signage submitted by the City of Longview to place signs on the Cowlitz River Levee prohibiting signage approved at the November 8, 2022 Board of Supervisors regular meeting. Ms. Blain reported the U.S. Army Corps of Engineers (USACE) issued a decision letter allowing the signage. A motion was made and seconded affirming the District's prior approval of the permit.

### **Engineer's Report**

Project No. 23-09, Mobile Diesel Generator: Ms. Blain reported one bid was received from Cummins Inc. for a mobile diesel generator with 500 kW engine and 500-gallon fuel tank at a cost of \$333,473 excluding Washington State sales tax. Ms. Blain stated the Cummins, Inc. bid includes a 5-year warranty and has a 90-week lead time. Ms. Blain reported \$300,000 was budgeted for the project, recommending approval noting the lead time required to complete the project provides time to budget for additional funding in the District's 2024 budget. Ms. Blain recommended awarding the project to Cummins, Inc, noting bids were also requested but not received from Peterson CAT and Kohler.

A motion was made and seconded, to award Cummins, Inc. Project No. 23-09, Mobile Diesel Generator, as submitted. Motion carried.

Renovations of a District office are progressing. Ms. Blain presented photographs of cabinet installation and stated countertops are being scheduled.

### **Operations Foreman Report**

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

- Rock repairs around the Reynolds Pump Station boom.
- Mr. Cox attended pesticide recertification training.
- Hargrove Fence trained District staff to program the new shop electric gate.
- Placing "Do Not Feed the Wildlife" signs on 32<sup>nd</sup> Avenue to reduce erosion caused by excessive feeding of wildlife by the public.
- Researching oil sample test kits costs with vendors for the District's annual motor testing with hopes of reducing costs.
- Annual maintenance operations.
- Improving mower maintenance access along Ditch No. 3 and placing rock near the 26<sup>th</sup> Avenue culvert.
- Moving the shipping container from West Side Hwy Storage building to the shop.

- Meeting with the City regarding a homeless camp behind Bud Clary Ford and the 3<sup>rd</sup> Avenue Pump Station to discuss repairs and preventative measures.

**Attorney’s Report**

Frank Randolph, Legal Counsel, had nothing new to report.

**Public Comment**

There was no one present for public comment.

**Board of Supervisors Report**

The Board of Supervisors had nothing new to report.

**Approval of February 14, 2023 Claim Summary**

After review of District claims, a motion was made and seconded to approve and execute the February 14, 2023 Claim Summary submitted in the amount of \$52,264.29. Motion carried.

**Approval of the February 2023 Bank of America Claim Summary**

After review of the District claims, a motion was made and seconded to approve and execute the February 2023 Bank of America Claim Summary submitted in the amount of \$4,149.98. Motion carried.

**Ratification of February 15, 2023 Payroll and Benefits**

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending February 15, 2023 were approved in the amount of \$90,134.80. Motion carried.

**Adjourn Meeting**

There being no further business, the meeting adjourned at 10:15 a.m.

The next regular Board of Supervisors’ meeting is scheduled for March 14, 2023.

The Advisory Committee meeting is scheduled for March 16, 2023.

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Tim Kilmer, Chair

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Sherry Bean, Secretary

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Bill Hallanger, Vice-Chair