

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

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., March 28, 2023.

Present:

Board of Supervisors:

Tim Kilmer, Chair
 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 March 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, was absent from the meeting.

Permit No. 23-01, Fence Encroachment, 2414 Corman Road

Ms. Blain recalled discussion at the January 31, 2023 Board of Supervisors regular meeting of an Encroachment Permit Application for an existing fence at 2414 Corman Road. Ms. Blain explained neighboring property corners were researched and recommended approval with the condition that if/when the fence is replaced, it is rebuilt on the property line.

A motion was made and seconded, to approve Permit No. 23-01, Fence Encroachment, 2414 Corman Road, subject to if/when the fence needs replaced it is moved to the homeowner's property line. Motion carried.

Permit No. 23-03, Fisher's Lane RWTP Outfall

Mrs. Blain presented an Encroachment Permit Application from the City of Longview for the Fisher's Lane Regional Water Treatment Plant (RWTP) outfall line currently going through the Cowlitz River Levee. Ms. Blain recommended approval conditional upon USACE acceptance, noting the 12" outfall line will be abandoned and filled with high strength non-shrink grout meeting USACE standards. Ms. Blain explained the City is preparing the property for demolition of the Fishers Lane RWTP to sell the property.

A motion was made and seconded, to approve Permit No. 23-03, Fishers Lane RWTP Outfall, as presented. Motion carried.

Permit No. 23-04, Altrusa Park Bird Blind

Ms. Blain presented an Encroachment Permit Application submitted by Altrusa International Foundation to construct a bird blind near Altrusa Park on Ditch No 15. Ms. Blain recommended approval with the following conditions: the bird blind structure must be removable; the District must be notified of construction 4-weeks in advance to allow time to clean and improve the ditch; the final location must be approved in the field by District staff to ensure access clearances are maintained; and the applicant must coordinate with the City and neighboring Home Owner Associations to mitigate impacts.

A motion was made and seconded, to approve Permit No. 23-04, Altrusa Park Bird Blind, as presented. Motion carried.

Engineer's Report

Equipment Discussion: Ms. Blain recalled discussion at the March 14, 2023 Board of Supervisors regular meeting of re-allocating funds which were budgeted for a portable generator to procure other equipment due to the two-year lead time. Ms. Blain reported in 2020-2022 the District spent an average of \$15,000 to rent a mini-excavator or similar equipment for various projects. Ms. Blain explained a mini excavator will complement the District's other equipment and offset an additional \$17,000 currently being paid to a local contractor for vegetation management. Ms. Blain provided a list and scope of numerous areas throughout the District where the machine could be utilized. Ms. Blain stated the total cost to purchase the machine is approximately \$110,000 including sales tax, and the simple payback based on estimated annual savings is 3.4 years.

Following discussion, a motion was made and seconded, to approve the purchase of a mini-excavator. Motion carried.

USACE Hydrosurvey: Ms. Blain said the U.S. Army Corps of Engineers (USACE) recently presented the results of the most recent hydrosurvey and Level of Protection (LOP) analysis, but had not received authorization to share the presentation slides. The overall conclusion was that the levee systems in Kelso, Longview, Lexington and Castle Rock all exceed the required LOP. Another hydrosurvey is being planned for 2023 and

construction of the second crest raise will begin in 2024. Ms. Blain stated she is trying to schedule a meeting with Cowlitz County when the Corps can jointly present the information to the Cowlitz County Commissioners together with the Board of Supervisors.

Operations Foreman Report

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

- Cleaning up from homeless camp abatement behind Bud Clary Ford partnered with the City and Bud Clary Ford.
- Mowing operations in accessible areas.
- Assisting Cowlitz County with herbicide training.
- Carney Construction completed cleaning aquatic vegetation and building out access at the end of 40th Avenue.

Attorney's Report

Frank Randolph, Legal Counsel, reported on the following:

Interlocal Agreement, City of Longview: The District and the City are working to finalize terms on an interlocal agreement terms property exchange; details and final agreement to be presented once complete for approval.

Supplemental Agreement, West Consultants: West Consultants submitted a Supplemental Agreement for CDID#1 Drainage Model Update to update and convert the District's hydraulic model. Mr. Randolph explained language of the contract is acceptable. Ms. Blain stated the cost of the analysis is significantly higher than expected, even with anticipated City cost share participation. Ms. Blain stated she will work with West Consultants to revise the scope of work and adjust pricing.

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 March 28, 2023 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the March 28, 2023 Claim Summary submitted in the amount of \$39,889.22. Motion carried.

Approval of the March 2023 Bank of America Claim Summary

After review of the District claims, a motion was made and seconded to approve and execute the March 2023 Bank of America Claim Summary submitted in the amount of \$4,423.17. Motion carried.

Ratification of March 15, 2023 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending March 15, 2023 were approved in the amount of \$38,417.21. 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 April 11, 2023.

The Advisory Committee meeting is scheduled for April 20, 2023.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair