

## Consolidated Diking Improvement District No. 1

### Board of Supervisors Meeting Minutes

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

**June 9, 2020**

Due to the public health emergency and the restrictions ordered by the Governor of the State of Washington prohibiting in-person public meetings to control the spread of COVID-19, this meeting was conducted by teleconference. Before the meeting was called to order, participants stated their name and position.

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., June 9, 2020.

#### **Present:**

#### **Board of Supervisors:**

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

#### **Staff:**

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

#### **Legal:**

Dave Spencer

#### **Guest:**

Steve Haubner, City of Longview

### **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 May 26, 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 Haubner, City of Longview Stormwater Manager, reported on the following:

Review for the Mt. Solo Estates Subdivision Phases 2/3 continue and Phase 1 began construction. Mr. Haubner stated the City and District staff are meeting with contractors June 10, 2020, to discuss the impacts of construction and ensure stormwater issues, bioswale reconstruction, and State Environmental Policy Act (SEPA) requests for mitigated culverts. Ms. Blain expressed concern for temporary sediment traps and modification of an existing outfall to Ditch No. 10.

Cowlitz Clean Waters (CCW) are participating in the regional clean water television campaign facilitated by KPTV. Mr. Haubner explained the 2019 regional clean water television campaign facilitated by KPTV was a success and is looking forward to the 2020 campaign. The program represents over thirty regional organizations and includes public service announcements and a website with the objective to help the population see the connection between their actions and the health of local rivers and streams. Mr. Haubner noted the District would be asked to participate in a cost share for approximately \$150.00.

Following discussion, the Board of Supervisors were in consensus for the District to participate in the KPTV regional clean water campaign.

### **Engineer's Report**

Amy Blain, District Manager, reported on the following:

Ditch No. 6 East – Utility Easement: At the May 26, 2020 Board of Supervisors regular meeting, the Board of Supervisors directed staff to contact a property owner on Ditch No. 6 East to purchase an additional twenty feet of easement, rock an access road, and provide a lock gate. Ms. Blain stated the homeowner declined the easement purchase, but will allow the District to rock an access road with no lock gate.

Ms. Blain noted the District crew finished cleaning Ditch No. 6 East at this location and the homeowner was unhappy with the area left behind. Ms. Blain stated the District crew are returning redress the area disrupted by machinery when the ground dries out more. Ms. Blain noted the area was cleaned early to assist the City of Longview with the specific lake flushing window.

Lagoon Structure – Abatement Work: Structures on property recently acquired from the City of Longview were inspected for abatement by licensed contractor, Keystone Contracting. Ms. Blain explained three contractors were requested to bid on the structures abatement work and Keystone Contracting (Keystone) was the only to respond. Ms. Blain reported the following would be abated by Keystone:

- Asbestos roofing felt
- Lead painted fascia boards
- Asbestos roof mastic
- Asbestos vinyl floor tile
- Mercury containing light bulbs
- Mercury containing electrical items
- PCB containing lighting ballasts
- Freon containing lab fridge
- Lead acid backup power supply

Keystone can complete the abatement work for \$7,200.00 plus Washington state sales tax. Ms. Blain stated the District crew can recycle metal onsite once abatement work is

complete. The City was notified it may be cost effective for Keystone to remove AC pipe remaining onsite at the City's expense while District abatement is being completed.

Following discussion, a motion was made and seconded, to proceed with Keystone Contracting for abatement work of the lagoon structures at a cost of \$7,200.00 plus Washington State sales tax. Motion carried.

### **Operations Foreman Report**

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

- Residual herbicide spray operations continue.
- Mowing continues along the cutoff slough and regional stormwater detention pond.
- Servicing equipment and electrical pumps. Valving is being placed on oil drains to improve efficiency and safety precautions.
- Removal of iris mats broken loose near the Industrial Way Pump Station.
- Working with Carney Construction on Ditch No. 10 near Schneider Drive and Industrial Way to create a bench to Ocean Beach Highway.
- Champ's Tree Service is removing trees along Pacific Way to create room for a bench. The City will be contacted to potentially replant street trees.

Annual Motor Testing: Northwest Motors completed the annual pump station motor testing. Mr. Cox stated nineteen motors were tested and all passed but two at Reynolds Pump Station failing the polarization index. Mr. Cox explained the ability of ground wall insulation to polarize can indicate damage or brittle insulators, moisture or contamination. Mr. Cox noted the tests were consistent with prior test results and Reynolds will continue to be monitored. If the polarization index drops below 1.0 the motors will be pulled for repairs/inspection.

### **Attorney's Report**

Project No. 19-10, Main Pump Station Switchgear & MCC Replacement: Dave Spencer, Legal Counsel, reported the District is monitoring the project until September 2020 regarding extending the project's contract or not. Ms. Blain expressed frustration toward performance and communication between the manufacturer and Hamer Electric. Ms. Blain noted she explored the idea of terminating Hamer Electric's contract once it defaults and awarding the project to Advanced Electrical Technologies (AET). Supervisor Kilmer noted Hamer Electric has been advocating for the District and the manufacturer is the major problem, noting a few minutes before the meeting the manufacturer e-mailed a submittal for the project. Ms. Blain explained when Hamer Electric defaults zero money will be owed, the only dollars spent on the project have been for the Arc Flash study completed which will benefit whomever completes the project and the District will ensure if products are purchased warranties will not go into play until the product is installed.

### **New Business**

Taylor Beck, Office Assistant: Ms. Blain reported Taylor Beck, Office Assistant is being utilized in the field along with the office, explaining Ms. Beck's knowledge of the District's system on the outdoor summer crew in summer's past proves her invaluable. Ms. Blain stated Ms. Beck has remained employed part-time while attending school and recommended allowing Ms. Beck to work forty-hour weeks for two months keeping her under the Department of Retirement Systems (DRS) required benefit parameters and providing more time to finish scanning the District's archives.

### **Board of Supervisors Report**

The Board of Supervisors had nothing new to report.

### **Approval of June 9, 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 \$30,486.21. Motion carried.

### **Approval of May 2020 Supervisors' Time and Expenses**

Upon a motion made, seconded and adopted, the Supervisors' May 2020 Time and Expense records were approved and included with the June 9, 2020 Claim Summary.

### **Ratification of May 31, 2020 Payroll and Benefits**

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending May 31, 2020 were approved in the amount of \$31,047.26. Motion carried.

### **Adjourn Meeting**

There being no further business, the meeting adjourned at 9:40 a.m.

The next regular Board of Supervisors' meeting is scheduled for June 30, 2020.

The Advisory Committee meeting scheduled for June 18, 2020 is cancelled and the next Advisory Committee meeting is scheduled for July 16, 2020.

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Sherry Bean, Chair

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Tim Kilmer, Vice-Chair

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Bill Hallanger, Secretary