

Consolidated Diking Improvement District No. 1
Board of Supervisors Meeting Minutes
CDID No. 1 Office, 5350 Pacific Way, Longview, Washington
June 13, 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., June 13, 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 May 30, 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.

Engineer's Report

Amy Blain, District Manager, reported on the following:

Project No. 22-12, Pump Station Transfer Switches: Industrial Systems provided an estimate for electrical design services to install transfer switches at the 3rd Avenue and Industrial Way Pump Stations. The proposed design contract is for \$11,440 including Washington State sales tax. Ms. Blain recommended approval explaining the scope of work includes: load calculations, one-lines and circuit schedules and 90% and 100% drawings. Legal Counsel also reviewed the contract and with made minor changes.

Supervisor Hallanger expressed concern for connecting a generator with the new transfer switches recalling several years ago a contractor caused pump issues when connecting

a generator. Ms. Blain explained the transfer switches are color coded and essentially fool proof to significantly reduce potential confusion when connecting the generator. Ms. Blain stated Lexington Flood Control District possess the same type of generator the District plans to purchase and agreed to allow the District to test the equipment and practice using the connections. Mr. Cox noted it should be good practice for the crew in a non-storm event to use the generators. Supervisor Kilmer noted the mills have been using transfer switches for several years seamlessly.

Following discussion, a motion was made and seconded to approve Industrial Systems to upgrade transfer switches at 3rd Avenue and Industrial Way Pump Stations as presented. Motion carried.

Project No. 23-18, CDID #1 Site Security: Proposals were received from Toledo Telephone for security cameras at the District Office and Main Shop entrances with Advanced Electrical Technologies (AET) providing intrusion and motion notifications integrated into the District's Win911 mobile alert system. Ms. Blain noted a proposal for security cameras was requested from AET, but declined stating their cost would be significantly higher than their competitors.

Ms. Blain reported video from the security cameras will provide 180-degree pictures and be available in real time via a phone application, recommending approval noting additional security measures will greatly benefit the District.

A motion was made and seconded, to approve Toledo Telephone and Advanced Electrical Technologies to provide Site Security measures at the District Office and Main Shop as presented. Motion carried.

Ms. Blain reported on June 8, 2023 a significant landslide occurred at milepost 26 and Forest Road 25 has been closed. Randle and Forest Road 99 will be inaccessible from Cougar for summer of 2023.

Operations Foreman Report

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

- Continued mowing operations from the Main Shop towards Pioneer Pump Station along Ditches No. 4, 5, 10 and 14.
- Two mowers have flail heads out of service. While waiting for repair parts the rear flails are still able to mow flat ground.
- Herbicide application for vegetation management.
- Triangle Pump will begin flow testing to troubleshoot pump issues at the Oregon Way Pump Station today and collect data to analyze.
- Preparing Ditch No. 15 for installation of a bird blind by Altrusa International Foundation approved with Permit No. 23-04, Altrusa Park Bird Blind.
- Repairs to the Volvo Loader received in an exchange with from the City of Longview. Mr. Cox stated the machine is already being utilized to load trucks with concrete and rock.

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 June 13, 2023 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the June 13, 2023 Claim Summary submitted in the amount of \$58,803.30. Motion carried.

Approval of the May 2023 Board of Supervisors Time and Expenses

Upon a motion made, seconded and adopted, the Board of Supervisors' May 2023 Time and Expense were approved. Motion carried.

Ratification of May 31, 2023 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending May 31, 2023 were approved in the amount of \$42,344.72. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 9:25 a.m.

The next regular Board of Supervisors' meeting is scheduled for June 27, 2023.

The Advisory Committee meeting is scheduled for June 15, 2023.

Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair