

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

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

June 14, 2022

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., June 14, 2022.

Present:

Board of Supervisors:

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

Staff:

Amy Blain, District Manager
Morgan Atkins, Administrative Finance Assistant
Darren Frye, Lead

Legal Counsel:

Frank Randolph

Guest:

Steve Haubner, City of Longview

Agenda

Permits:

- ~~Permit No. 22-05, Mt. Solo Estates Phases 4 and 5~~

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 May 31, 2022, 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:

Cowlitz Clean Water Partners (CCWP) pet waste brochures are printed and ready for distribution as part of the outreach campaign. The CCWP are gearing up for internet advertisements, banners and social media outreach including targeted static/video ads for those in the Longview/Kelso area. Mr. Haubner stated the graphic design company hired are drafting advertisements for review and CCWP booths are anticipated to be set up at the Longview Squirrel Fest, Cowlitz County Fair and Kelso Hilander Festival.

The City is beginning their 2023-2024 budgeting process. Mr. Haubner stated the stormwater department's baseline budget has been submitted with some capital

improvement projects, but anticipates a leaner budget. Mr. Haubner noted he is pushing for a comprehensive stormwater master plan project and inventory and conditions assessment of the stormwater system with modeling.

Permit No. 22-06, JH Kelly Electrical Shop Outfall

JH Kelly submitted a permit application to improve a vacant parking lot on 3rd Avenue. Ms. Blain recommended approval explaining the parking lot improvements include 12-inch outfall to Ditch No. 4 with a pretreatment catch basin and a fence in the District's easement, not effecting District maintenance.

Following discussion, a motion was made and seconded to approve Permit No. 22-06, JH Kelly Electrical Shop Outfall with the fence encroachment as presented. Motion carried.

JH Kelly is requesting to utilize the District's Fee-In-Lieu program to accommodate 4,900 cubic feet of water runoff for stormwater detention. Ms. Blain stated the District proposed JH Kelly improve 350 feet of the east Ditch No. 4 bank. Ms. Blain explained the ditch bank improvement would include at least 20 feet of access for District equipment using keyed in concrete filled with soil and seeded for grass with a 1-year window for completion. Supervisor Kilmer noted the improvements would be a great use of the District's Fee-In-Lieu program.

Engineer's Report

Ms. Blain reported the District's website has been updated to include a new application for the District's Fee-In-Lieu program.

Operations Foreman Report

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

- June 10, 2022 storm response and debris removal at Industrial Way Pump Station.
- Carney Construction extended the 46th Avenue maintenance road which will eventually connect to Windermere Park improving mowing access and ditch cleaning capabilities. Ms. Blain noted adjacent homeowners were contacted and pleased with improvements.

Attorney's Report

Resolution No. 22-02, Cowlitz Clean Waters Interlocal Agreement: Frank Randolph, Legal Counsel, presented Resolution No. 22-02, authorizing the District Manager to renew the Interlocal Agreement with the City of Kelso, City of Longview and Cowlitz County regarding the regional cooperation on stormwater public education and outreach, recommending approval upon review:

RESOLUTION NO. 22-02
CONSOLIDATED DIKING IMPROVEMENT DISTRICT NO. 1
OF COWLITZ COUNTY, WASHINGTON

A Resolution authorizing the District Manager to renew the Interlocal Agreement with the City of Kelso, City of Longview and Cowlitz County regarding the regional cooperation on stormwater public education and outreach.

WHEREAS; the Western Washington Phase II Municipal Stormwater Permit (Permit) issued by the Washington State Department of Ecology requires the City of Longview to provide for public education and outreach and;

WHEREAS, under guidelines of the Permit, public education and outreach efforts may be developed and implemented regionally; and

WHEREAS, the City of Longview, along with the City of Kelso, Cowlitz County and Consolidated Diking Improvement District No. 1, entered into a five-year interlocal agreement in 2016 to share costs and develop a collaborative public education and outreach program on stormwater issues and surface water quality under the brand of the "Cowlitz Clean Water Partners"; and

WHEREAS, all of the parties of the agreement wish to extend the interlocal agreement for an additional five-year term as allowed by clause 13 of the agreement and wish to increase the annual program cost limit under clause 5 to \$20,000.

NOW, THEREFORE, BE IT RESOLVED that the District Manager is authorized to amend and execute the interlocal agreement with the City of Kelso, City of Longview and Cowlitz County, attached hereto as Exhibits A and A-1, which form a part of this Resolution.

APPROVED by the Board of Supervisors of Consolidated Diking Improvement District No. 1 of Cowlitz County, WA and signed this 14 day of June, 2022.

Resolution No. 22-02
EXHIBIT A-1

The INTERLOCAL AGREEMENT FOR STORMWATER PUBLIC EDUCATION AND OUTREACH adopted by the undersigned Parties in 2016 shall be extended for an additional five-year term beginning January 1 2022 and be amended as follows:

5. The Parties agree that the annual total costs and expenses for the program shall not exceed ~~\$10,000~~ **\$20,000**.

A motion was made and seconded, to approve Resolution No. 22-02 as presented. Motion carried.

JH Kelly Fee-In-Lieu Mitigation: Mr. Randolph presented and recommended approval of an application from JH Kelly for Fee-In-Lieu Mitigation for the previously approved Permit No. 22-06, JH Kelly Electrical Shop Outfall. Mr. Randolph explained the Fee-In-

Lieu Mitigation is essentially a permit connected specifically to JH Kelly and if the parcel is sold to another owner a separate agreement would need to be made for Fee-In-Lieu Mitigation.

Following discussion, a motion was made and seconded to approve JH Kelly Fee-In-Lieu Mitigation as presented. Motion carried.

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 14, 2022 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the May 31, 2022 Claim Summary submitted in the amount of \$94,663.52. Motion carried.

Approval of the May 2022 Board of Supervisors Time and Expenses

Upon a motion made, seconded and adopted, the Board of Supervisors' May 2022 Time and Expense were approved. Motion carried.

Ratification of May 31, 2022 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending May 31, 2022 were approved in the amount of \$38,801.84. 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 28, 2022.

The Advisory Committee meeting is scheduled for June 16, 2022.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair