

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

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

July 14, 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 30, 2020.

Present:

Board of Supervisors:

Sherry Bean, Chair
Bill Hallanger, Vice-Chair

Staff:

Amy Blain, District Manager
Chance Cox, Operations Foreman

Legal:

Dave Spencer

Present Via Teleconference:

Board of Supervisors:

Tim Kilmer, Secretary

Staff:

Morgan Atkins, Admin. Finance Assistant

Agenda

The following item was added to the agenda:

Permits

- Permit No. 20-06, J.E. McAmis Bulkhead Improvements

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 June 30, 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, was absent from the meeting.

Permit No. 20-06, J.E. McAmis Bulkhead Improvements

Ms. Blain stated J.E. McAmis, a shoreline dredging contractor, submitted a U.S. Army Corps of Engineers (USACE) permit to replace a failing bulkhead and are awaiting a determination if a USACE Section 408 analysis of the project is required. Ms. Blain noted the bulkhead is outside of the levee, but near enough may trigger a USACE Section 408 analysis. No action is currently needed and a Letter of No Objection has not been requested. Ms. Blain noted funding for USACE Section 408 reviews are suspended due to lack of funding and J.E. McAmis may or may not decide to pursue using a contributed funds agreement with the USACE or wait for the 2021 fiscal year.

USACE Portland District Section 408 Funding

Ms. Blain stated the USACE program budget was exceeded in June 2020. Ms. Blain explained funding needs are being assessed for the remainder of the 2020 fiscal year and USACE Section 408 reviews are suspended unless in or near final routing stages and prioritizing life-safety, levee preservation, multi-agency, and projects with significant fiscal or contractual implications. Ms. Blain noted options for contributed funds agreements are available for applicants.

Engineer's Report

Amy Blain, District Manager, reported on the following:

Project No. 20-12, Motor Reconditioning: The District's Pumps No. 1 and No. 8 are at Northwest Motors for reconditioning. During inspection of the pumps Northwest Motors discovered the following work out of scope plus Washington State sales tax:

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| <p style="text-align: center;"><u>Pump No. 1 – \$9,950.00</u></p> <ul style="list-style-type: none"> • Sleeve & machine bearing housings • Replace top/bottom oil stand tubes • Nickel plate ode bearing • Cut rotor tracks for balancing • Face clean ode bearing cap • Upgrade to tapered bearing | <p style="text-align: center;"><u>Pump No. 8 – \$1,950.00</u></p> <ul style="list-style-type: none"> • Chrome plate de carrier shaft • Skim cut inner ID of carrier • Cut rotor tracks for balancing • Replace cut power lead |
|---|---|

Ms. Blain noted the majority of additional work is covered by contingency funds allocated for the project and stated an additional gear box is also being pulled for a bearing inspection.

Project No. 20-18, Sewer Lagoon Building Abatement: Keystone Contracting completed abatement work of the lagoon structures recently acquired from the City of Longview. Ms.

Blain stated District staff will recycle metal remaining onsite and demolish buildings when time allows, noting the concrete onsite will be used to fill voids in the concrete basins.

Operations Foreman Report

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

- Mowing continues at the Regional Detention Pond, near the Pioneer Pump Station, and along Ditch No. 6.
- Spraying at the Regional Detention Pond for thistle.
- Hauling timber from Ditch No. 6 East to Pacific Fibre. Remaining timber not of value will be hauled to Waste Control.
- Finding a new vendor to purchase mower blades and shackles. Mr. Cox stated vendors have had difficulties due to COVID-19.

Supervisor Kilmer asked if Michael & Sons Landscape Service had begun general landscaping services. Ms. Blain stated Michael & Sons were scheduled to begin last week, but due to staffing issues are anticipated to start today. Ms. Blain noted Michael & Sons is committed to finishing the first weed whacking of all twenty-five ditches, drains and other areas by end of July 2020.

Project No. 20-14 Miscellaneous Pipe and Culvert Repairs: Molecular Inc. is repairing the Oregon Way Outfall temporarily fixed by District staff after a contractor bored a hole; correcting cracks, spalls and exposed rebar in the box tunnel to suction Pump No. 1 and Pump No. 4; and coating the exterior and interior portions of the metal pipe culvert from Clark Creek Slough to the Main Pump Station. Mr. Cox stated District staff have been pressure washing the metal pipe and dewatered Ditch No. 6 to prepare for repairs.

Attorney's Report

Dave Spencer, Legal Counsel, reported the City of Longview contacted him regarding a right-of-way or easement discrepancy. Mr. Spencer stated information provided was unclear and asked Ms. Blain to follow up with the City.

Old Business

COVID-19 Update: Ms. Blain stated masks have been provided to all District staff and the Board of Supervisors along with hand sanitizer at the District Office and in all District vehicles. Ms. Blain indicated one District staff member has been quarantined at home after testing positive for COVID-19 and Mr. Kilmer teleconferenced to the meeting due to possible exposure.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of July 14, 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 \$38,004.19. Motion carried.

Approval of June 2020 Supervisors' Time and Expenses

Upon a motion made, seconded and adopted, the Supervisors' June 2020 Time and Expense records were approved and included with the July 14, 2020 Claim Summary.

Ratification of June 30, 2020 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending June 30, 2020 were approved in the amount of \$36,313.86. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 9:30 a.m.

The next regular Board of Supervisors' meeting is scheduled for July 28, 2020.

The Advisory Committee meeting is scheduled for August 20, 2020.

Sherry Bean, Chair

Tim Kilmer, Vice-Chair

Bill Hallanger, Secretary