

Consolidated Diking Improvement District No. 1

Board of Supervisors Meeting Minutes

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

July 26, 2022

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., July 26, 2022.

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 July 12, 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, was absent from the meeting.

Engineer's Report

Amy Blain, District Manager, reported on the following:

Project No. 19-10, MCC / Gear Replacement: Rain for Rent brought in an additional portable pump to keep water levels low while pumps are out of service. Mr. Cox noted District staff repaired a leak in the District's portable pump hosing and discussed the age and dependability of the pump. Mr. Cox will be researching the cost to replace hosing and/or the pump.

Hamer Electric is feeding wires under the MCC's and landing them to the switchgear. The control cabinet Advanced Electrical Technologies installed will get a touchscreen installed for Factory Talk controls upon completion.

Broken conduit caused by settlement exiting the Main Pump Station. Two bank of conduits were excavated by District staff and repaired by Hamer Electric. Mr. Cox reported a junction box as being installed to make future temporary power upgrades simpler.

Project No. 22-12, Generator Upgrades – Pump Station Transfer Switches: In anticipation of a trailer mounted generator purchase in 2023 pump station transfer switches were put to bid for the 48th Avenue and Oregon Way Pump Station. The following two bids were received:

	J.H. Kelly	Advanced Electrical Specialists (AES)
48 th Avenue Pump Station	58,300	63,774
Oregon Way Pump Station	89,573	133,696
Subtotal:	147,877	197,474
8.1% Sales Tax	11,978	15,995
TOTAL BID:	159,855	213,470

The project includes a manual transfer switch on the outside of the pump station buildings and a cam lockbox adjacent with color coded connections for the generator. Ms. Blain reported the District estimated the project at approximately \$157,600 and recommended accepting J.H. Kelly's bid as proposed.

Following discussion, a motion was made and seconded to award the project to J.H. Kelly. Motion carried.

Operations Foreman Report

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

- Checking the condition of a manhole along Ditch No. 13 near Shelly Place. District staff will inspect the culvert when water levels can be lowered.
- Cleaning aquatic weeds from Ditch No. 15 with trucking
- Summer laborers are painting Reynolds and the Main Pump Station discharge pipes.
- Summit Machinery is closer to completing the District's grapple attachments for the District's new excavator using an alternative bucket attachment.
- Mowing Drain No. 18 adjacent to the Mint Valley Golf Course.
- Working with the City to remove Alabama Street homeless camp encroachments to mow District property.

Lake Sacajawea Water Quality: District staff assisted the City with algae removal and are working with City staff on aquatic herbicide application in lobe five of Lake Sacajawea to treat milfoil, lilies, cabomba and algae.

Attorney's Report

Stormwater Facility Agreement – City of Longview (46th Avenue Swale): Frank Randolph, Legal Counsel, reviewed a Stormwater Facility Agreement with the City of Longview for a stormwater swale on 46th Avenue. Ms. Blain explained the City is adding bike and sidewalk lanes to 46th Avenue and has requested to construct a stormwater swale on District property that will discharge to the Cutoff Slough. Ms. Blain recommended approval the City will incorporate improving District maintenance access and providing a boom on the Cutoff Slough in their project.

Following discussion, a motion was made and seconded to authorize the District Manager to sign the Stormwater Facility Agreement between CDID No. 1 and the City of Longview as presented. Motion carried.

New Business

Sheep Grazing: Mr. Cox recalled in the past temporarily fenced sheep were allowed on District property to keep grass down. Ron Quaife currently utilizes an easement on Ditch No. 10 to graze approximately 100 sheep and proposed using other District properties suitable for grazing purposes. Mr. Cox is meeting with Mr. Quaife to determine if the District's Regional Stormwater Detention Pond would be a good location to lessen mowing maintenance.

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 July 26, 2022 Claim Summary

After review of District claims, a motion was made and seconded to approve and execute the July 26, 2022 Claim Summary submitted in the amount of \$71,619.00. Motion carried.

Approval of the July 2022 Bank of America Claim Summary

After review of the District claims, a motion was made and seconded to approve and execute the July 2022 Bank of America Claim Summary submitted in the amount of \$2,588.69. Motion carried.

Ratification of July 15, 2022 Payroll and Benefits

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending July 15, 2022 were approved in the amount of \$39,411.05. Motion carried.

Adjourn Meeting

There being no further business, the meeting adjourned at 10:00 a.m.

The next regular Board of Supervisors' meeting is scheduled for August 9, 2022.

The Advisory Committee meeting is scheduled for August 18, 2022.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair