

**Consolidated Diking Improvement District No. 1**

**Board of Supervisors Meeting Minutes**

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

**September 27, 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., September 27, 2022.

**Present:**

**Board of Supervisors:**

Tim Kilmer, Chair  
Sherry Bean, Secretary

**Staff:**

Chance Cox, Operations Foreman  
Morgan Atkins, Administrative Finance Assistant

**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 September 13, 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.

**Permit No. 22-07, Outfall to Drain No. 12 – City of Longview**

Ms. Atkins reported the City of Longview is improvising it's Oak Street Pump Station submitting a permit to construct a new outfall and 24' concrete driveway at Drain No. 12 for District access. Ms. Atkins explained District maintenance access should improve and the existing driveway elevation will be matched, noting Ms. Blain recommended approval.

Following discussion, a motion was made and seconded to approve Permit No. 22-07, Outfall to Drain No. 12 – City of Longview, as presented. Motion carried.

### **Permit No. 22-08, Catlin St. Pump Station Underground Storage Tank Removal**

Ms. Atkins reported the City of Kelso submitted a permit to remove an underground storage tank at their Catlin Sewer Pump Station off 1<sup>st</sup> Avenue SW. Ms. Atkins explained the tank is located outside of the Cowlitz River levee Right of Way (ROW), stating Ms. Blain recommended the permit to ensure District specifications are met for the project and notification if the project scope changes.

Following discussion, a motion was made and seconded to approve Permit No. 22-08, Catlin St. Pump Station Underground Storage Tank Removal, as presented. Motion carried.

### **Engineer's Report**

Project No. 19-10, Main Pump Station Switchgear / MCC Upgrade: Mr. Cox reported Advanced Electrical Technologies (AET) is completing automation of the switchgear and MCC upgrade at the Main Pump Station. Supervisor Kilmer asked about arc flash ratings on the new equipment. Mr. Cox stated the new equipment is operated from the control panel remotely enhancing safety and arc flash calorie ratings are clearly labeled.

Hazard Mitigation Grant Pre-Applications: Ms. Atkins reported Ms. Blain has applied for two Federal Emergency Management Agency (FEMA) grants in proposal for an emergency standby generator at an estimated \$1.5 million. Ms. Atkins explained the flood mitigation assistance grant purpose is to reduce the risk of repetitive flood damage to structures and flood hazards associated with climate change. The building resilient infrastructure grant purpose is to recognize hazard mitigation associated with climate change and build resilience for extreme weather events and stressors. Grant proposals will be reviewed in October 2022 and a full application is due by invitation only in November 2022. Ms. Atkins stated if the District is selected recipients are announced in summer of 2023.

### **Operations Foreman Report**

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

- Backfilling and rocking the Main Pump Station's landward embankment.
- Monitored wreck removal from Ditch No. 3 near 36<sup>th</sup> Avenue along Industrial Way resulting in a fatality. Ms. Atkins stated a news station contacted the District reporting two survivors are alleging toxins in their system from the ditch water and were referred to the Washington State Department of Ecology.
- Final mowing of the season.
- Beaver dam removal and nuisance abatement in Ditch No. 6.

- Touch up painting and clean up in the Main Pump Station.

### **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 September 27, 2022 Claim Summary**

After review of District claims, a motion was made and seconded to approve and execute the September 27, 2022 Claim Summary submitted in the amount of \$225,555.94. Motion carried.

### **Approval of the September 2022 Bank of America Claim Summary**

After review of the District claims, a motion was made and seconded to approve and execute the September 2022 Bank of America Claim Summary submitted in the amount of \$1,852.82. Motion carried.

### **Ratification of September 15, 2022 Payroll and Benefits**

Upon a motion made, seconded and adopted, the payroll and benefits expenditures for the pay period ending September 15, 2022 were approved in the amount of \$41,302.94. Motion carried.

### **Adjourn Meeting**

There being no further business, the meeting adjourned at 9:35 a.m.

The next regular Board of Supervisors' meeting is scheduled for October 11, 2022.

The Advisory Committee meeting is scheduled for October 20, 2022.

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Tim Kilmer, Chair

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Sherry Bean, Secretary

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Bill Hallanger, Vice-Chair