

Consolidated Diking Improvement District No. 1
Board of Supervisors Regular Meeting Minutes
CDID No. 1 Office, 5350 Pacific Way, Longview, Washington
October 10, 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., October 10, 2023.

Present:

Board of Supervisors:

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

Staff:

Amy Blain, District Manager
Chance Cox, Operations Foreman
Morgan Atkins, Admin. Finance Assistant

Agenda

New Business:

- Agreement for Conduct of Election

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 Special Meeting, held on September 13, 2023, copies of which had been submitted to the Board, was waived and the minutes were approved as if read.

Permit No. 23-05, Cowlitz PUD River Crossing

Amy Blain, District Manager, recalled discussion of an Encroachment Permit application from the Cowlitz County Public Utilities Department (PUD) from the May 9, 2023 Board of Supervisors Regular Meeting proposing to replace three power poles in the Cowlitz River right of way (ROW), south of Tennant Way near the Pioneer Pump Station. Ms. Blain stated the U.S. Army Corps of Engineers (USACE) has reviewed the application and will issue an authorization letter pending final clarification from the PUD regarding the ability for the PUD's contractor to field determine whether a steel casing is required, how the annular space will be filled, and the construction method to install the casings. Ms. Blain recommended approving the permit subject to final USACE approval.

A motion was made and seconded, to approve Permit No. 23-05, Cowlitz PUD River Crossing, subject to USACE approval. Motion carried.

Stormwater Manager's Report

Fall Cowlitz Clean Water Activities: Ms. Blain reported several education activities are planned for the Cowlitz Clean Water Partners (CCWP) including the 2024 Solutions to Stormwater Pollution Calendar Contest for middle school students and participating in Longview Parks and Recreation's Trick or Treat Walk at Lake Sacajawea. Ms. Blain noted an Advisory Committee member is the R. A. Long biology teacher and believes there's potential to provide educational outreach opportunities to high school students.

Engineer's Report

Cowlitz County Flood Planning: Cowlitz County is updating their county wide flood planning and has identified numerous projects to address loss prevention, property prevention, public education, resource protection, emergency services, structural projects, climate resilience and community capacity. The discussion forum allows all agencies county-wide to discuss issues and collaborate for potential grant funding. The Department of Ecology has already approved the plan and county planners will recommend approval at the Cowlitz County Commissioner's meeting this evening. A resolution will be drafted for the District to adopt the plan at the next Board of Supervisors Regular Meeting.

Supervisor Kilmer asked what entities are involved. Ms. Blain responded the Cities of Kalama, Longview, Woodland, Castle Rock and Kelso, Cowlitz County, all Diking Districts and the Department of Emergency Management.

Operations Foreman Report

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

- Bella Terra hydroseeded several areas repaired over summer.
- Completed final correction items in anticipation of the levee inspection.
- Cleaning garbage/debris off the Cowlitz River Levee from the Hall of Justice to the West Side Highway Storage Building. Mr. Cox noted 1,000 pounds of garbage home transient camps were hauled to Waste Control.

Attorney's Report

Frank Randolph, Legal Counsel, was absent from the meeting.

Old Business

USACE Inspection: Ms. Blain reported the USACE completed their levee inspection the week of October 2-5, 2023 and will be back to inspect pump stations the week of October 25, 2023. The inspection consisted of a walking tour of the District's levees covering approximately six miles per day with one representative from the USACE and five contracted employees from AECOM, all with experience in geology and civil

engineering. Ms. Blain stated the inspection was conducted with two people walking the top and two people walking the toe of the levee. Because the levee right of way varies from 250- to 400-feet wide and isn't always visible or accessible, the focus area included the levee prism plus 15-feet past the toe of the levee. Ms. Blain noted a comment was made that the District's system was the largest of the six levee systems inspected by the team this year, and was in the best condition. There were some issues discovered such as animal burrows, potholes and unwanted vegetation that will be documented as Unacceptable, but no issues were identified that will affect levee certification. Deficiencies were marked in the field with wood lath and/or documented by District staff.

Ms. Blain stated a report from the USACE could take up to three months before it becomes final. She anticipates the majority of issues discovered during the inspection will be repaired before a draft report is ever published.

Ms. Blain noted she is researching a phone application the USACE used during the inspection to see if the District can utilize it to document our annual pre-winter levee assessments and streamline repairs. Following the inspection, Ms. Blain took time to document logistical notes for daily start/stop points, locations for parking and shuttling vehicles, restroom availability, lunch breaks, etc. to streamline future inspections.

2024 Draft Budget: Ms. Atkins gave a detailed review of the preliminary 2024 Budget.

New Business

Spirit Lake Toutle Cowlitz River Collaborative Field Day Tour: Ms. Blain reported District staff plans to attend a field tour with the Spirit Lake Toutle Cowlitz River (SLTCRC) on October 12, 2023. Ms. Blain explained the purpose of the tour is to provide an in-person opportunity to hear from some of the "boots on the ground" organizations involved with addressing flood, sediment, and economic issues in the area. The goal is to promote a better understanding of the challenges and opportunities of working in the Mt. St. Helens Toutle Cowlitz system. Ms. Blain forwarded information to the Board of Supervisors for anyone interested in attending as well.

Agreement for Conduct of Election: Ms. Atkins presented an Agreement for Conduct of Election drafted by Cowlitz County for conducting the Special Purpose District General Election in February of 2024. Ms. Atkins explained Supervisor Bean's position is up for election.

Following discussion, a motion was made and seconded, to execute the Agreement for Conduct of Election between Cowlitz County and CDID No. 1. Motion carried.

Board of Supervisors Report

The Board of Supervisors had nothing new to report.

Approval of October 10, 2023 Claim Summary

After review of District claims, a motion was made and seconded by the Board of Supervisors to approve and execute the October 10, 2023 Claim Summary submitted in the amount of \$57,623.40. Motion carried.

Approval of the September 2023 Board of Supervisors Time and Expenses

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

Ratification of September 30, 2023 Payroll and Benefits

Upon a motion made, seconded and adopted by the Board, the payroll and benefits expenditures for the pay period ending September 30, 2023 were approved in the amount of \$46,151.42. Motion carried.

Adjourn Meeting

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

The next Board of Supervisors regular meeting is scheduled for October 31, 2023.

The next Advisory Committee meeting is scheduled for October 19, 2023.

Tim Kilmer, Chair

Sherry Bean, Secretary

Bill Hallanger, Vice-Chair