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**DIKING IMPROVEMENT DISTRICT NO. 15**  
**of Cowlitz County**

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**REGULAR MEETING MINUTES**  
**September 1, 2022 – 5:00 p.m.**  
**Public Works Administration Building/GoToMeeting**

**PRESENT:** Steve Kasson.....Supervisor, Chairman  
Rocky Taylor.....Supervisor  
Patrick Harbison, P.E.....Diking Engineer

**ABSENT:** Darren Crookshanks.....Supervisor, Vice Chairman  
Carol Sides.....Recording Secretary

1. **CALL TO ORDER:** Chairman Kasson called the meeting to order at 5:01 p.m.
2. **APPROVAL OF PREVIOUS MINUTES:** *Supervisor Taylor moved to approve the minutes of the May 19, 2022, meeting as written. The motion was seconded by Supervisor Kasson and carries unanimously.*

*Supervisor Taylor moved to approve the minutes of the July 7, 2022, regular meeting as written. The motion was seconded by Supervisor Kasson and carries unanimously.*

3. **VOUCHER RATIFICATION:** *Supervisor Taylor moved to ratify the vouchers in the amount of \$6,256.83 for the month of June, 2022. The motion was seconded by Supervisor Kasson and carries unanimously.*

*Supervisor Taylor moved to ratify the vouchers in the amount of \$1,843.70 for the month of July, 2022. The motion was seconded by Supervisor Kasson and carries unanimously.*

3. **PAYROLL RATIFICATION:** *Supervisor Taylor moved to ratify the payroll in the amount of \$0.00 for the month of June, 2022 and \$140.00 for the month of July, 2022. The motion was seconded by Supervisor Kasson and carries unanimously.*

5. **FINANCIALS:**

**Org Budget Status Report:** Presented for the Supervisors review and discussion.

**Cash Flow Graph:** Presented for the Supervisors review and discussion.

**Treasurer's General Ledger Report:** Presented for the Supervisors review and discussion.

6. **AUDIENCE PARTICIPATION FOR ITEMS NOT ON AGENDA:** No audience present in person or online.

**7. 2023 BUDGET HEARING:**

**Adopt Preliminary Budget:** *Supervisor Taylor moved to adopt the 2023 preliminary budget as presented. The motion was seconded by Supervisor Kasson and passed unanimously.*

**Budget Hearing at 5:15 p.m.:** The public hearing was opened at 5:20 p.m. The public hearing was closed at 5:21 p.m. due to no public present.

**Adopt Final 2023 Budget:** *Supervisor Taylor moved to adopt the 2023 final budget and execute Resolution No. 22-01. The motion was seconded by Supervisor Kasson and passed unanimously.*

Budget hearing closed at 5:22

**8. OLD BUSINESS:**

**Vegetation Management:** Mowing has occurred. Spraying has started but is not completed.

**2020 Willow Grove Pump Station Upgrade:**

**New Pump House:** Received exemption. Left message for Jeff Krone to find out where the building permit is. The shed roof can't be installed until we have the building permit.

**OPMA Requirements:** State does not have video posted online.

**9. NEW BUSINESS:**

**Ditching:** Supervisor Kasson discussed ditching. We will need easements from some landowners for the ditch cleaning.

**10. PENDING:**

**Levee Certification Process:** Nothing new to report.

**Hazard Mitigation Plan:** Nothing new to report.

**Vegetation Letter to Residents:** Nothing new to report.

**Piling Inspection:** Mr. Harbison will send the contact info to Supervisor Kasson.

*Supervisor Taylor moved to approve the District to spend up to \$4,500 on piling inspections. The motion was seconded by Supervisor Kasson and passed unanimously.*

**Emergency Action Plan:** Nothing new to report.

**11. CORRESPONDENCE:** No correspondence to review.

**12. ADJOURNMENT/CONTINUATION OF MEETING:** The meeting adjourned at 5:22 p.m.

**The next regular meeting will be held on Thursday, November 3, 2022 at 5:00 p.m. in the Public Works Training Room.**

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Chairman