

**Beacon Hill Sewer District
Commissioners' Meeting Minutes
Wednesday, November 10, 2010**

Secretary Roden called the regular meeting to order at 5:12 pm on Wednesday, November 10, 2010 in the Cowlitz PUD Auditorium, 961 12th Avenue, Longview, Washington. Those in attendance were:

Commissioners Dean Takko and Monte Roden
Kim Adamson, General Manager
Jan Zintz and Vicki Kruse, Office Staff
Brian Wilson, Field Lead

It was moved by Dean Takko, seconded by Monte Roden, to approve the minutes of the October 13, 2010 minutes as drafted. Motion carried.

The Manager Report, which was delivered to the Board prior to the meeting, was the first item of discussion. A copy of said report is attached as a part of this permanent record.

Item 1 – Sewer Charges and Rates. Kim requested a restructuring of sewer rates to reduce the flat rate by \$5.00 and separate it as a \$5.00 service fee to better clarify the reduced rate for vacancy on the billing statements. It was moved by Dean Takko, seconded by Monte Roden, to approve this clarification to the sewer rate. Motion carried.

Item 2 – Budget. Kim presented a financial summary with some minor changes including sewer construction projects to upgrade Niblett, Kelsey and Yelton Drive pump stations. The Board inquired if this would increase rates and was informed that the projects would be paid out of capital.

Item 3 – Health Insurance. As directed at last month's regular meeting, Kim presented an overview of what the City's of Longview and Kelso provide to their staff by comparison. After some discussion between Kim and the Commissioners, it was agreed that the employee's would pay 12.5% of health insurance for 2011 and 15% for 2012.

Item 4 – Design for Yelton/Kelsey/Niblett Pump Stations. Kim requested approval to proceed with Engineering for these projects explaining that it would allow an earlier start for next year to begin construction. By consensus, the Board approved and will be presented with a proposal at the December meeting.

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Item 5 – Transfer Agreement. Kim informed the Board that she has discussed the transfer agreement at length with Attorney Engstrom and distributed an email of his comments as well as her response to the Commissioners.

Claims and Payroll. The Board reviewed the monthly VISA statements, including detailed backup.

Vouchers audited and ratified by the auditing officers as required by RCW 42.24.080, and those reimbursement claims ratified by auditing officers as required by RCW 42.24.09, have been made available to the Board.

As of this date, November 10, 2010, the Board, by unanimous vote, does approve those vouchers in the above lists and further described as follows: Shaded October invoices the amount of \$7,099.46; and November invoices in the amount of \$310,487.55.

The next regular meeting was scheduled for December 15, 2010 at 5:00 p.m. followed by a public rate hearing at 6:00 p.m. The regular meeting concluded and the public hearing concerning ownership transfer of the water system commenced. In addition to the regular meeting, those in attendance were:

PUD Commissioners Buz Ketcham, Ned Piper, Mark McCrady
PUD General Manager Brian Skeahan
PUD Legal Counsel Paul Brachvogel
PUD Executive Assistant Sandy Willman

Having no public in attendance, the meeting was adjourned at 6:13 pm.

Ted A. Branch, President

Monte J. Roden, Secretary

Dean A. Takko, Commissioner