

**Beacon Hill Water and Sewer District  
Commissioners' Meeting Minutes  
Wednesday, May 9, 2012**

President Takko called the regular meeting to order at 5:01 pm on Wednesday, May 9, 2012 at the District office at 1121 West Side Highway in Kelso, Washington. Those in attendance were:

Commissioners Dean Takko, Monte Roden, Ted Branch  
Alan Engstrom, Legal Counsel  
Kim Adamson, General Manager  
Vicki Kruse, Office Staff

It was moved by Monte Roden, seconded by Dean Takko, to approve the minutes of the April 11, 2012 meeting 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 – Nevada Pump Station.** Kim discussed with the Board that the District is scheduled to upgrade the Nevada Drive Pump Station in 2013. The station has experienced multiple Variable Frequency Drive (VFD) failures since they were installed. Kim stated that VFD's should have a life expectancy of 20 years and the District is getting less than 10 years out of the units. The seal water system is also on the verge of failure and may require replacement. But the manufacturer has told Richmond Engineering that the pumps shipped to Beacon Hill were shipped with mechanical seals and do not require seal water.

A proposal was submitted by Richmond Engineering to perform an engineering study to review the power quality and compatibility of the current VFD's for the current application and determine whether the seal water system is required. The proposal for \$11,800.00 includes evaluation and recommendation as well as revision of the O&M Manual for submission to Washington State Department of Ecology as required for the District's National Pollutant Discharge Elimination System (NPDES) permit.

**Item 2 – PUD Line Damage.** Kim notified the Board of two recent issues concerning PUD contractors. The first is a sewer stub damaged by a contractor on Sparks Drive. The contractor who was working for the PUD, called for locates and the District marked the area based on best available information determined from as-built drawings. The contractor did not pothole the final stub on the line and pushed through the line. The homeowner experienced backups and in an attempt to free the blockage, ran water through the line, flooding 3 rooms of his house. The contractor and homeowner have been in contact with the District and PUD as well as their respective insurance companies. Kim has discussed with Field Staff the new requirements that will become mandatory as a result of legislation passed for marking a locate. Contractors will be provided a copy of the as-built in the future. Monte suggested marking the as-built "For Reference Only".

**Beacon Hill Water and Sewer District  
Commissioners' Meeting Minutes  
Wednesday, May 9, 2012**

An incident was discovered when cleaning in the area of Aaron Drive. The 8" AC sewer main was broken and a non-standard repair was made. The District was not notified of the damage or repair. Through locates, a contractor who had done work for the PUD, has been identified to have likely caused the damage. Staff will be conducting an additional review of the damaged line and results will be forwarded to the PUD for review.

**Action Items:**

**Item 1 – 2012 Budget Adoption.** It was moved by Monte Roden, seconded by Ted Branch, to approve the 2012 Budget as presented. Motion carried.

**Item 2 – Nevada Drive Pump Station.** Kim presented a proposal for engineering services from Richmond Engineering for the Nevada Drive Pump Station. It was moved by Monte Roden, seconded by Ted Branch, to authorize Kim to sign the agreement with Richmond Engineering for \$11,800.00. Motion carried.

**Confirmation of Lien Filings.** The Board reviewed the monthly lien synopsis. It was moved by Ted Branch, seconded by Monte Roden, to approve the filing of liens 1453 through 1457. Motion carried.

**Expenditures.** 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 42.24.90, have been made available to the Board.

As of this date, May 9, 2012, the Board, by unanimous vote, does approve those vouchers in the above lists and further described as follows: April invoices the amount of \$160,600.52; and May invoices in the amount of \$71,986.42, payroll for April. The March Visa statements were provided to the Board electronically prior to the meeting.

There being no further business, the Board adjourned at 6:00 p.m. The next meeting was scheduled for Wednesday, June 13, 2012 at 5:00 p.m.

---

Dean A. Takko, President

---

Monte J. Roden, Secretary

---

Ted A. Branch, Commissioner