

**Beacon Hill Water and Sewer District
Commissioners' Meeting Minutes
Tuesday, July 16, 2013**

President Branch called the special meeting to order at 4:04 pm on Tuesday, July 16, 2013 at the District office at 1121 West Side Highway in Kelso, Washington. Those in attendance were:

Commissioners Ted Branch, Dean Takko and Monte Roden
Pat Lloyd, Interim General Manager
Dell Hillger, Incoming General Manager
Alan Engstrom, Legal Counsel
Vicki, Office Staff

It was moved by Monte Roden, seconded by Dean Takko, to approve the minutes of the June 19, 2013 meeting as drafted as well as the July 2, 2013 meeting with a correction to the attendees. It was stated in the July 2, 2013 draft minutes that Commissioners in attendance were Dean Takko and Ted Branch rather than Monte Roden and Ted Branch. Motion carried.

The Manager Report was the first item of discussion.

Interim Manager Pat Lloyd said that during his time as Interim Manager, he spent approximately 2 – 3 hours daily at the District. Mr. Lloyd and Debbie will meet with Dell the week of July 22, 2013. Mr. Lloyd plans to ask staff for suggestions for improvement to offer to Dell. The Board thanked Mr. Lloyd for his assistance in the management transition.

Action Items:

Item 1 – Pending Foreclosure. Alan explained that the property at 169 Yelton Drive in Longview. Alan estimated that the property, in its current state, has an approximate value of \$12,000.00. He suggests that, given Cowlitz County's current tax bill, the District attend the County's foreclosure sale rather than starting our own foreclosure sale and bid in the amount it would take to pay the County and our lien. The purpose would be to get the bid up to pay the County and the District's lien. Ted asked if there is any other lien holder and Alan responded that there is not. Alan recommends that the District allow the County to initiate their foreclosure. After discussion, the Board concurred to allow the County to proceed. Staff will drive by the property before the next meeting.

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.

The Board re-signed the expenditures approved at the June 19, 2013 meeting.

As of this date, July 16, 2013, the Board, by unanimous vote, does approve those vouchers in the above lists and further described as follows: June claims in the amount of

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\$199,552.10; and July invoices in the amount of \$75,973.63, payroll for June. The June Visa statements were not available as of this date and will be delivered electronically once received.

Confirmation of Lien Filings. The Board reviewed the monthly lien synopsis. It was moved by Dean Takko, seconded by Monte Roden, to approve the filing of liens 1506 through 1508. Motion carried.

Other Business. Dell informed the Board that he has had some email correspondence with Richmond Engineering to get up to speed with the Yelton Drive, Niblett Way, Kelsey Court pump station project that is nearing completion.

There being no further business, the Board adjourned at 4:50 p.m.

Ted A. Branch, President

Dean A. Takko, Secretary

Monte J. Roden, Commissioner