

Beacon Hill Water and Sewer District Board Meeting
Wednesday, November 16, 2016 5:15 PM
1121 West Side Hwy, Kelso, WA 98626

Meeting called to order at 5:15 PM.

In Attendance:

Members: Commissioners Monte Roden, Bonnie Decius and Keath Huff
Staff: Dell Hillger, General Manager and Debbie, Finance Administrator and
Alan Engstrom, Legal Counsel
Audience: Brian Murphy, Berger ABAM Engineer

Commissioner Huff made a motion to approve the minutes for the October 12, 2016 regular meeting. Motion carried.

Commissioner Huff made a motion to approve the minutes for the November 2, 2016 special meeting. Motion carried.

Commissioner Roden convened the public hearing on the 2017 water and sewer rates at 5:17 PM. There was no audience present. Commissioner Roden closed the public hearing on the 2017 water and sewer rates at 5:18 PM.

1. Customer Request

Dell presented to the Board a customer's request for a leak adjustment as detailed in the manager's report. After a brief discussion, the Board denied the leak adjustment based on the District's policy.

2. Water and Sewer Rates and 2017-2018 Budget

- a. After a brief discussion, Commissioner Huff made a motion to adopt Resolution No. 491 establishing the 2017 rate calculations for water and sewer services. Motion carried.
- b. Dell reviewed the updates as presented in the manager's report for the proposed 2017-2018 budget. As part of the update, Dell discussed the District moving away from its current vision coverage with Kaiser to new coverage in 2017 with VSP. Dell explained how we distribute the costs of health care premiums between the District and the employees on a composite rate basis with the District covering 85% of the rate and the employee 15%. The VSP vision coverage does not offer a composite rate. Their premiums are billed at tiered rates. The Board discussed and agreed to have the District pay 85% of each tiered monthly premium and the employee pay the remaining 15%. Commissioner Huff made a motion to approve the 2017-2018 Budget with a \$35,786 reduction on the Water System Plan update. Motion carried.

3. Project Updates

- a. New District Office – Commissioner Huff made a motion to approve Phases V and VI of the Page & Beard Architect Proposal for Professional Services and authorize Dell to execute the agreement. Motion carried.

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- b. Hillside Pump Station – Dell updated the Board on this project as detailed in the manager’s report.
 - c. Water System Plan – Brian Murphy with Berger ABAM reviewed with the Board the proposal presented in the manager’s report for the Water System Plan update. The main discussion of the proposal was on Task 12, Section 9, Seismic Resiliency Evaluation. After further review and discussion, the Board decided to have Task 12 removed from the proposal. Dell will have Brian update the proposal for consideration at the December 16 Board meeting.
 - d. 2017 Rate Study – After a brief discussion, Commissioner Huff made a motion to approve the 2017 FCS Group Utility Rate & GFC update proposal and authorize Dell to execute the contract for this scope of work. Motion carried.
4. Dell introduced the Board to Resolution No. 490 to establish an indemnity & hold harmless policy as detailed in the manager’s report. Alan handed out a revised Resolution No. 490 for the Board’s review and consideration at the next scheduled Board meeting in December.
 5. The Board reviewed and provided input on the Fall/Winter newsletter.
 6. The Board reviewed and discussed with Dell the content of the Board meeting minutes, agenda and manager’s report presentation. After a brief discussion, the Board agreed to have the meeting minutes presented in a summarized format where appropriate.

Confirmation of Lien Filings - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Huff to approve the filing of October liens 1650 and 1651. Motion carried.

Financial Report – The Board reviewed the financial report.

Expenditures – After reviewing the District claims from the lists provided, Commissioner Decius made a motion to approve the claims as of this date, November 16, 2016 for 2016 claims submitted after October 12, 2016 for \$587,990.68, claims submitted to date for November 2016 for \$215,835.75 and payroll for October 2016. Motion carried. The October 2016 credit card statements were provided to the Board electronically prior to the November 2016 meeting.

Other Business:

1. Dell let the Board know that the 2014-2015 Accountability and Financial Audit was close to being finished. He will forward any information from the auditor(s) for review prior to scheduling the exit conference.
2. Dell and the Board had a brief discussion of the November 3, 2016 joint meeting with the City of Longview regarding the water treatment options. Both Boards agreed to move

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forward with the dissolved oxygen treatment and the silica evaluation. The time line for implementing the dissolved oxygen treatment is one year with a startup in 2018.

3. Dell let the Board know that the next TRRWA Directors meeting is scheduled for December 14, 2016 at 8:00 AM.

The next regularly scheduled Board meeting for December 2016 is scheduled for December 21, 2016 at 5:15 PM.

There being no further business, the Board adjourned at 9:00 PM.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Keath B. Huff, Commissioner