

**Beacon Hill Water and Sewer District Board Meeting**  
**Wednesday, January 18, 2017 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

Board Appointments – After a brief discussion, it was the consensus of the Board to not make any changes to the Board’s elected positions for the 2017 term. Positions will remain as follows:

President – Monte Roden  
Secretary – Bonnie Decius  
Commissioner – Keath Huff

Commissioner Huff made a motion to approve the minutes for the District’s December 21, 2016 regular meeting. Motion carried.

**1) Customer Request – 805 Hillcrest Drive**

Dell presented to the Board the customer’s protest and request to waive the \$250 charge for meter tampering as detailed in the Managers Report. The Board discussed and recommended modifying the District’s tampering fee policy. A tiered fee schedule was discussed, making sure the District’s costs are covered. Dell will review the policy and present modifications at the next Board meeting. At this time, the Board instructed Dell to suspend the tampering fee on this account. The fee will then be reapplied based on any modifications the District makes to the policy.

**2) Project Updates and Proposals:**

- a. Dell presented an update of the following projects to the Board as outlined in the Manger’s Report:
- New District Office
  - Hillside Pump Station Improvements
  - Beacon Hill Reservoir Improvements
  - Lexington Pump Station Improvements
- b. Nevada Drive Water Main Replacement – Dell presented to the Board this new project with estimated costs. After a brief discussion, it was the consensus of the Board to proceed with design in 2017 and then plan on going out to bid on this project in 2018.

**3) Resolution No. 490 – Indemnity/Hold Harmless Policy**

As discussed and edited at the December 2016 Board meeting, Dell presented to the Board Resolution No. 490 for their final review. After a brief discussion, Commissioner Huff made a motion to adopt Resolution No. 490 Indemnity/Hold Harmless Policy. Motion carried.

**Confirmation of Lien Filings** - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Huff to approve the filing of December 2016 liens 1655-1656. Motion carried.

**Beacon Hill Water and Sewer District Board Meeting**  
**Wednesday, January 18, 2017 5:15 PM**  
**1121 West Side Hwy, Kelso, WA 98626**

**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, January 18, 2017 for claims submitted after December 21, 2016 for \$65,196.45, claims submitted to date for January 2017 for \$137,810.39 and payroll for November 2016 and January 2017. Motion carried. The December 2016 credit card statements were provided to the Board electronically prior to the January 2017 meeting.

**Other Business:** Dell will attend the North Lexington PUD pre-application meeting on January 25.

**Other Business:**

Webcheck: Dell let the Board know that the District went live with Webcheck.

Paymentus: No progress has been made to date with Paymentus. Alan and Dell drafted and sent out a certified letter to cancel the contract if the issues were not resolved within 90 days.

**Other Business:** Dell let the Board know that the District traded in the 2013 Dodge RAM 1500 on a new 2017 Chevy Silverado 1500 this month through a state contract. Commissioner Roden recommended looking into the magnetic Golight® spotlights for the trucks.

**Other Business:** Commissioner Roden asked if the latest storm caused any issues. Dell said we had a few minor customer calls but no major issues.

**Other Business:** Dell contacted GeoEngineers and they will come next week to monitor the Lexington Reservoir after the trigger of having a significant rain event following a snow event.

The next regularly scheduled Board meeting is February 15, 2017 at 5:15 PM.

There being no further business, the Board adjourned at 6:50 PM.

---

Monte J. Roden, President

---

Bonnie L. Decius, Secretary

---

Keath B. Huff, Commissioner