

Beacon Hill Water and Sewer District Board Meeting
Wednesday, March 22, 2017 5:15 PM
1121 West Side Hwy, Kelso, WA 98626

Meeting called to order at 5:21 PM.

In Attendance:

Members: Commissioners Monte Roden, Bonnie Decius and Keath Huff
Staff: Dell Hillger, General Manager, Debbie, Finance Administrator and
Alan Engstrom, Legal Counsel

Commissioner Huff made a motion to approve the minutes for the District's February 15, 2017 regular meeting. Motion carried.

1) Customer Request – Skyline View Drive Drainage

Dell reviewed the progress made on the drainage issue as well as the customer's claim filed for damages to the roadway as presented in the Manager's Report. Dell will follow up with the Board with any new information on the drainage issue and claim.

2) Project Updates and Proposals:

Dell presented an update of the following projects to the Board as outlined in the Manager's Report:

a) New District Office

The Board authorized Dell to approve the archaeological survey as requested by the Department of Archaeology and Historical Preservation on this project. Alan is checking with the Cowlitz Tribe to see if they have any concerns in this area. The Board would like to know what archaeologists have historically found within a half mile radius, if anything. Dell presented to the Board options on reducing HVAC system costs. The Board unanimously agreed on the first HVAC option presented. The cost estimate for the windows will be reduced by about \$25,000. The architect continues to look at other parts of the project for cost reductions.

b) Nevada Drive Emergency Sewer Repair

Commissioner Huff made a motion to accept the work as completed for the Nevada Drive Emergency Sewer Repair in the amount of \$8,544.24 including tax. Motion carried.

c) Hillside Pump Station Improvements

d) Beacon Hill Reservoir Improvements

e) Lexington Pump Station Improvements

Commissioner Huff made a motion to accept the low bid from NW Relining, LLC in the amount of \$114,847.90 including tax for the Lexington Pump Station Improvements. Motion carried.

f) Ostrander Avenue/N. Pacific Water Main Replacement

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Commissioner Huff made a motion to ratify the authorization to Gibbs & Olson for engineering and inspection services on the Ostrander Avenue/N. Pacific Water Main Replacement in the amount of \$21,800. Motion carried.

3) Miscellaneous

a) Lexington Reservoir

Dell updated the Board on the inclinometer readings at the Lexington Reservoir as noted in the Manager's Report.

b) Development

Dell discussed the increased number of requests for development of single lots, duplexes and large multifamily developments as noted in the Manager's Report.

4) State Audit

Dell requested direction from the Board on whether the District should schedule an annual audit for 2016 in 2017 or continue with the two year audit schedule for 2016/2017 in 2018. After a brief discussion the Board unanimously agreed to move to annual audits for the years 2016 and 2017. The Board will then revisit going back to a two year audit for 2018/2019 in 2020.

Confirmation of Lien Filings - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Huff to approve the filing of February 2016 liens 1660-1662. 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, March 22, 2017 for claims submitted after February 15, 2017 for \$120,990.58, claims submitted to date for March 2017 for \$185,394.44 and payroll for February and March 2017. Motion carried. The February 2017 credit card statements were provided to the Board electronically prior to the March 2017 meeting.

Other Business: A section of the City of Kelso's sewer line backed up at 3rd and West Main. The sewer main had not been replaced during the recent road improvement project. The original pipe was found to have collapsed and created sinkholes. Kelso is now temporarily pumping into the District's manhole while Kelso works on repairing the line. The District's concern is that 100% of our flow goes through our sewer line that is located within the sinkhole area. At this point the sewer line is being shielded with plating. The Board suggested we camera our line to see if there are any issues and it can also be used as a reference point if the line gets damaged during this repair. Dell will follow up with our field crew to see if this can be done. The Board also suggested we work on a contingency plan in case our line is damaged during this repair. Dell will work on the plan and after the plan is in place, he will follow up with our insurance pool.

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The next regularly scheduled Board meeting is April 19, 2017 at 5:15 PM.

There being no further business, the Board adjourned at 7:45 PM.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Keath B. Huff, Commissioner