

**Beacon Hill Water and Sewer District Board Meeting**  
**Wednesday, April 19, 2017 5:15 PM**  
**1121 West Side Hwy, Kelso, WA 98626**

Meeting called to order at 5:25 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  
**Audience:** Dan Davison  
Galen Page and Brandt McCorkle, Page and Beard Architects PS

Commissioner Huff made a motion to approve the minutes for the District's March 22, 2017 special meeting. Motion carried.

Mr. Davison of 191 Cowlitz Gardens requested from the Board the total costs to complete his water connection at this location. The Board explained the outstanding balances consisting of a local facility charge, lien and interest charges and the additional local facility charge to set the meter. In addition, he would be required to install a backflow device and have it certified before the District would turn on the water. Mr. Davison understood the charges and agreed to return to the office tomorrow, April 20, to pay the charges and schedule the work to be done.

**1) Project Updates and Proposals:**

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

a) Olson Road PRV Project

Commissioner Huff made a motion to accept the work as completed for the Olson Road PRV project at a final cost, including tax and retainage, of \$105,177.04. Motion carried.

b) Beacon Hill Reservoir Improvements

No bids were received on this project. As noted in the Manager's Report, Dell and the field crew are researching and reviewing the project to see if it is feasible to do the project in house.

c) New District Office

Mr. Page and Mr. McCorkle presented to the Board the timelines on the project from permitting to project mobilization, followed by a discussion and decision by the Board to eliminate the generator from the project. Mr. Page presented new cost estimates to Dell and the Board. A discussion followed on ways to continue to reduce the costs. The Board unanimously agreed to move forward on finalizing the plans, submitting the building permits, advertising for bids and bid dates.

d) Hillside Pump Station

The Board discussed the possible need for a special meeting in May or June to approve the low bid on this project.

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**2) Board Representative at WASWD Meetings**

Commissioner Huff made a motion to authorize the Secretary's signature on the letter authorizing Dell to vote at WASWD meetings when the Commissioners are not present. Motion carried.

**3) CWCOCG 2016 Annual Report**

**Confirmation of Lien Filings** - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Huff to approve the filing of March 2017 liens 1663-1667. 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, April 19, 2017 for claims submitted after March 22, 2017 for \$188,353.33, claims submitted to date for April 2017 for \$175,113.44 and payroll for March and April 2017. Motion carried. The March 2017 credit card statements were provided to the Board electronically prior to the April 2017 meeting.

**Other Business:** Dell spoke with Mike Kardas, the City of Kelso Public Works Director with regards to the Main Street sewer line repair. Kelso is still pumping to the District and the estimated time to complete the project is sometime in June. Dell shared with the Board that there is an old interlocal agreement showing the District as the main carrier to the point where the line ties into Longview. At this point it becomes a shared line, 55% owned by the City of Longview and 45% owned by the District.

**Other Business:** Commissioner Huff attended the Hearing Examiners meeting for the Shorelines and Special Use Permits on the New District Office. The Examiner was ready to sign the Shoreline Permit with no further questions.

**Other Business:** The Board asked Dell if he knew when the District would get an update on the Mint Farm Regional Water Treatment Plant regarding treatment options. Dell did not have any new information to report at this time.

The next regularly scheduled Board meeting is May 17, 2017 at 5:15 PM.

There being no further business, the Board adjourned at 7:25 PM.

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Monte J. Roden, President

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Bonnie L. Decius, Secretary

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Keath B. Huff, Commissioner