

Beacon Hill Water and Sewer District Board Meeting
Wednesday, September 20, 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, Debbie, Finance Administrator and Alan Engstrom, Legal Counsel

Commissioner Huff made a motion to approve the minutes for the District's August 16, 2017 regular meeting. Motion carried.

1) Project Updates

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

- a) New District Office
- b) Hillside Pump Station
The District will start incurring expenses on this project in October. Due to the State not passing a capital budget to date, which includes DWSRF loans, Dell will present alternative funding for this project at the October Board meeting.
- c) Lexington Sewer Pump Station Improvements
- d) Water System Plan
- e) Nevada Drive Water Main Replacement
- f) Beacon Hill Water Tower Footing Painting
- g) West Side Hwy Emergency Sewer Replacement
- h) Ostrander Pump Emergency Replacement
- i) A bypass port has been installed on the force main at Nevada Drive Pump Station. We can now bypass pump from our manholes around the Nevada Drive Pump Station. We also will be doing a bypass test run while TRRWA replaces the sewer meter at the pump station. The bypass test run will cost around \$9,500 for the trailer mounted pumps, pipe, fittings, and labor.

- 2) Fall WASWD Conference Voting** – Secretary Decius signed a letter authorizing Dell to vote at the Fall WASWD membership meeting in place of the Commissioners. A new authorization letter will need to be signed for each meeting Dell attends.

Confirmation of Lien Filings - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Huff to approve the filing of August 2017 lien 1678. 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, September 20, 2017 for claims submitted after August 16, 2017 for \$65,053.33, claims submitted to date for September 2017 for \$418,038.69 and payroll for August and September

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2017. Motion carried. The August 2017 credit card statements were provided to the Board electronically prior to the September 20, 2017 meeting.

Other Business – Dell will not be able to attend the Wednesday, September 27, 2017 TRRWA meeting at 10:00 a.m. Commissioner Decius will attend as the alternate.

Other Business - Commissioner Huff resigned from the Board effective September 22, 2017. Commissioner Roden and Commissioner Decius made appointment recommendations to fill this position until the next special election in 2019. If the Board does not make an appointment within 90 days of Commissioner Huff's resignation, it can fall on the County to make the appointment. No further action was taken at this time.

Other Business – Alan asked for updates on the following items pending:

- Develop method to track maintenance and repairs: Dell let the Board know that all of the pump stations have been equipped with a log book and whiteboard, which is helping with the communication. Commissioner Roden will bring in a sample of a lock-out/tag-out form that can be used as a model to print our own tags if this is something we want to implement.
- The Boards request to look into other existing wells on the east side that the District could potentially use as a redundant water source: Dell said there is a well next to the Guier Reservoir. They will also be working with Berger Abam and a local well driller to do a test on that well to find out capacity and quality of water being pumped out. They are doing research through records on pump capacity on existing wells. The other wells are not great producers and the one near Pleasant Hill Road is capped. If we had to drill another well it would be a fraction of the cost to cross the bridge. All of these options will be looked at as part of the evaluation.
- Questions for the LFCZD regarding assessments: Dell compiled and sent questions to Ken Stone regarding the assessment questions from the August Board meeting and is now waiting for his reply.

The next regularly scheduled Board meeting is October 18, 2017 at 5:15 PM.

There being no further business, the Board adjourned at 6:30 pm.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Keath B. Huff, Commissioner