

**Beacon Hill Water and Sewer District Board Meeting  
Wednesday, January 17, 2018 5:15 p.m.  
1121 West Side Hwy, Kelso, WA 98626**

Meeting called to order at 5:15 p.m.

In Attendance:

Members: Commissioners Monte Roden, Bonnie Decius and Michelle Hollis  
Staff: Dell Hillger, General Manager, Debbie, Finance Administrator and Alan Engstom, Legal Counsel

Commissioner Decius made a motion to approve the minutes for the District's December 20, 2017 regular meeting. Motion carried.

The following agenda items were discussed as outlined in the Manager's Report:

**1) Customer Comments**

**2) Developer Extension**

Commissioner Decius made a motion to adopt the Guidelines for Allowances and Changes to Grandview Water Moratorium. Motion carried.

Commission Hollis made a motion to accept the Sewer Service Agreement between Beacon Hill Water & Sewer District and Ken and Barbara Matkowski. Motion carried.

**3) Budget Adjustments for 2018**

Commissioner Hollis made a motion to approve the revisions to the 2018 Budget. Motion carried.

**4) Project Updates**

a) New District Office

Dell will e-mail the proposed change orders on this project to the Commissioners for their review.

b) Nevada Canyon Sewer Main Improvements

c) West Side Highway Emergency Sewer Replacement

d) Lexington Sewer Pump Station Improvements

Commissioner Decius made a motion to accept the work as complete and approved the release of the retainage in the amount of \$5,181.74. Motion carried.

e) Water System Plan

f) Nevada Drive Water Main Replacement Design

g) Maddock Place Water Main

h) Hillside Pump Station

**Confirmation of Lien Filings** - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Decius to approve the filing of December 2017 Lien 1688. Motion carried.

**Financial Report** – The Board reviewed the financial report.

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**Expenditures** – After reviewing the District claims from the lists provided, Commissioner Decius made a motion to approve the claims as of this date, January 17, 2018 for claims submitted after December 20, 2017 for \$69,892.92, claims submitted to date for January 2018 for \$432,274.87 and payroll for December 2017 and January 2018. Motion carried. The December 2017 credit card statements were provided to the Board electronically prior to the January 17, 2018 meeting.

**Other Business**

- a) Dell provided the Board with the January 2018 Pipeline Washington Association of Sewer & Water Districts Newsletter.
- b) Dell reminded the board of the upcoming Commissioners Workshop on Saturday, January 27, 2018. Commissioner Decius and Commissioner Hollis will be attending.
- c) Nevada PRV Easement – Dell is in the process of contacting the property owner.

The next regularly scheduled Board meeting is February 21, 2018 at 5:15 p.m.

There being no further business, the Board adjourned at 6:25 p.m.

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Monte J. Roden, President

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Bonnie L. Decius, Secretary

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Michelle L. Hollis, Commissioner