

Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, February 21, 2018 5:15 p.m.
1121 West Side Hwy, Kelso, WA 98626

Meeting called to order at 5:10 p.m.

In Attendance:

Members: Commissioners Monte Roden, Bonnie Decius and Michelle Hollis
Staff: Dell Hillger, General Manager, Debbie, Finance Administrator and Alan Engstrom, Legal Counsel
Audience: Jeff Cameron, Public Works Director, City of Longview

Commissioner Hollis made a motion to approve the minutes for the District's January 17, 2018 regular meeting. Motion carried.

Commissioner Decius made a motion to approve the minutes for the District's February 7, 2018 emergency meeting. Motion carried.

The Board went into executive session at 5:15 to 5:45 p.m. for the purpose of discussing a real estate lease proposal. No action was taken.

Mr. Cameron updated the Board on the Water Treatment Plant Dissolved Oxygen project and the Hillside Pump Station Project.

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

1) Employee Handbook

After a brief discussion, Commissioner Hollis made a motion to approved Resolution No. 500 with updates to the employee handbook. Motion carried.

2) Project Updates

- a) New District Office
- b) Maddock Place Water Main
After a brief discussion, Commissioner Decius made a motion to approve the low bid of \$139,500.00 to Advanced Excavation Specialists (AES) for the Maddock Place Waterline Improvements. Motion carried.
- c) Nevada Canyon Sewer Main Improvements
- d) Water System Plan
- e) Nevada Drive Water Main Replacement Design
- f) Hillside Pump Station
- g) West Side Highway Emergency Sewer Replacement
- h) Nevada Drive Sewer Line repair and claim submittal

Confirmation of Lien Filings - The Board reviewed the monthly lien synopsis. There were no new lien filings for January 2018.

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, February 21, 2018 for claims submitted after January 17, 2018 for \$77,834.05, claims submitted to date for February 2018 for \$352,540.21 and payroll for January 2018 and February 2018. Motion carried. The January 2018 credit card statements were provided to the Board electronically prior to the February 21, 2018 meeting.

Other Business

- a) Dell let the Board know that he applied for a Digital Grant in the amount of \$16,200 for digitizing the District's maps.
- b) Commissioner Hollis shared highlights from the Commissioners Workshop she attended with Commissioner Decius in January.

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

There being no further business, the Board adjourned at 6:56 p.m.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner