

Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, April 18, 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 Engstrom, Legal Counsel
Audience: Chris Gonzalez, FCS Group via conference call

Commissioner Hollis made a motion to approve the minutes for the District's March 21, 2018 regular meeting. Motion carried.

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

1) Financial

a) Rate Structure

Chris Gonzalez joined the meeting via conference call. Dell presented a slide show of the water rate study as Chris walked the Board through a recap. The Board proceeded to discuss the forecast and structure of the three and five year phase in's. The Board requested Dell to identify the top commercial users and come up with an outreach program for these customers. This discussion will be continued at the next scheduled Board meeting. No other action was taken at this time.

b) Revenue Bond

After a brief discussion, Commissioner Hollis made a motion to adopt Resolution No. 501, establishing a Reimbursement Resolution to reimburse capital expenditures up to \$4,000,000. Motion Carried.

2) Customer Request – 716 Nevada Drive

The Board reviewed the information with no action taken.

3) Policies

a) General Terms and Conditions

After a brief discussion, Commissioner Roden made a motion to authorize the District to immediately start collecting a \$500 per connection inspection deposit for new construction of residential units. The deposit is refundable after the District completes testing and inspection of uncovered pipe and occupancy is approved by the County. Motion carried.

The Board, through resolution, will put this in the District's General Terms and Conditions Policy at an upcoming Board meeting.

b) Notary Public Services Policy

A policy and resolution will be presented at the next scheduled Board meeting. No action taken.

Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, April 18, 2018 5:15 p.m.
1121 West Side Hwy, Kelso, WA 98626

4) Agreements

a) Fishers Lane WTP Lease

Alan updated the Board on the status of the lease and indemnity agreements.

The Board went into executive session at 6:35 to 6:55 p.m. and again at 7:00 to 7:06 p.m. for the purpose of discussing a real estate lease proposal. No action taken.

b) Mint Farm Water Treatment Plant (MFRWTP)

The Board unanimously agreed to the idea of providing Solvay Chemical continuous raw or partially treated water from the MFRWTP.

5) Projects

a) New District Office

b) Maddock Place Water Main

c) Nevada Drive Water Main Improvements

Commissioner Hollis made a motion to approve Amendment 1 to the Gibbs & Olson contract for Construction Management services for the Nevada Drive Water Main Improvements in the amount of \$62,600.

d) Water System Plan

e) Hillside Pump Station

f) Nevada Canyon Sewer Main Improvements

g) Hillside Pump Station

6) Proposed Developments

a) Matkowski – Livingston Heights Road (4 connections) – waiting for start of construction.

b) Maxwell Farms – need extension agreements (23 SFR connections)

c) North Lexington PUD (44 SFR, 80 apartments) – waiting for revised project plans.

d) River Terrace Apartments (198 apartments) – waiting for revised project plans.

e) Lexington Fire Station – waiting for revised project plans.

f) Riverside Apartments – waiting for revised project plans.

g) Lexington Elementary School – nothing to report.

Confirmation of Lien Filings - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Roden to approve the filing of March 2018 Lien 1691. 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 18, 2018 for claims submitted after March 21, 2018 for \$88,201.34, claims submitted to date for April 2018 for \$258,112.19 and payroll for March 2018 and April 2018. Motion carried. The March 2018 credit card statements were provided to the Board electronically prior to the April 18, 2018 meeting.

**Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, April 18, 2018 5:15 p.m.
1121 West Side Hwy, Kelso, WA 98626**

Other Business

- a) Per the Boards request, Dell informed the Board that the City of Kelso's Main Street construction project will not have any effect on our sewer mains.
- b) Commissioner Roden completed his online Public Meeting course.
- c) May 3rd is scheduled for the District's family bowling night.

The next regularly scheduled Board meeting is May 16, 2018, 2018 at 5:15 p.m.

There being no further business, the Board adjourned at 7:35 p.m.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner