

**Beacon Hill Water and Sewer District Regular Board Meeting  
Wednesday, May 16, 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 and Debbie, Finance Administrator  
Audience: Chris Gonzalez, FCS Group and Senator Dean Takko

Commissioner Hollis made a motion to approve the minutes for the District's April 18, 2018 regular meeting. Motion carried.

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

**1) FINANCIAL**

a) Rate Structure

The Board reviewed and discussed the water rate forecast presented by Chris Gonzalez. It was the consensus of the Board to move forward with the forecast with the exception of the water General Facility Charge increase to be implemented over a two year period instead of a three year period. Dell will draft a resolution for these rate changes and present it to the Board in the June 20<sup>th</sup> Board meeting.

Commissioner Roden called the public hearing to order at 5:45 pm. Having no public attendance at that time, the public hearing was adjourned and the meeting reconvened at 5:46 p.m.

b) Revenue Bond

The Board will review the Financial Management Policies and forward any changes or comments to Dell no later than May 31, 2018. Dell will present the final draft of this policy at the June 20th Board meeting and a list of the capital projects the Revenue Bond will be used for.

c) Local Records Grant

**2) POLICIES**

Commissioner Hollis made a motion to adopt Resolution No. 502, establishing a Notary Public Services Policy. Motion carried.

**3) AGREEMENTS**

Fisher Lane Water Treatment Plant (WTP) Lease

The Board went into executive session from 6:55 p.m. to 7:20 p.m. to discuss the Fisher Lane WTP. No action taken.

After returning from executive session and continued discussion, it was the consensus of the Board to recommend to the City of Longview, as reasonable compensation and to vacate all ownership of the Fisher Lane WTP, as a transfer between agencies, the exchange of \$1, making it a recordable process and to include a review of our easement

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language on the property. Dell will contact the City of Longview with the Board's recommendations.

**4) PROJECTS**

- a) New District Office
- b) Maddock Place Water Main  
Commissioner Decius made a motion to accept the work as complete and make final payment for the Maddock Place Water Main Improvements in the amount of \$117,587.87 and release the retainage bond after review by L&I, DOR and ESD. Motion carried.
- c) Nevada Drive Water Main Improvements
- d) Water System Plan
- e) Nevada Canyon Sewer Main Improvements
- f) Hillside Pump Station

**5) 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** – There we no new liens filed in April 2018.

**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, May 16, 2018 for claims submitted after April 18, 2018 for \$117,800.72, claims submitted to date for May 2018 for \$558,654.00 and payroll for April 2018 and May 2018. Motion carried. The April 2018 credit card statements will be provided to the Board electronically after the May 16, 2018 meeting.

**Other Business**

The process to hire an additional filed crew employee is on hold. Dell anticipates starting up the process again in a few months to fill the position by the end of the year.

**Other Business**

HB 1570 – Ending Homelessness Surcharge

The passage of this bill in the 2018 legislative session eliminated the exemption of this surcharge for special purpose water/sewer districts. In addition this fee went from \$40 to \$62. Senator Takko will follow up to find out why the water/sewer districts lost their exemption status.

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The next regularly scheduled Board meeting is June 20, 2018 at 5:15 p.m.

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