

**Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, August 15, 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: Mark Peters, Customer and Craig Daniels, Customer
Jim Nelson, D.A. Davidson and Co. via conference call

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

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

1) CUSTOMER REQUESTS

137 W Canyon View Dr

Mr. Peters addressed the Board and requested consideration for an additional leak adjustment based on the period between 5/10-5/21 when the leak was discovered and fixed. After further discussion, the Board agreed to look at the leak adjustment based on the number of days instead of the highest single month of consumption. Dell or Vicki will follow up with Mr. Peters.

102 Decatur Drive

Mr. Daniels addressed the Board with his requests. After a lengthily discussion, the Board unanimously agreed that the District has met the requirements of providing a bill to Mr. Daniels as the property owner and his tenant. In addition, the Board did not see any need to make changes to the District's delinquent account policy.

2) FINANCIAL

Revenue Bond

Dell and the Board discussed the S&P Global rating assigned to the District. Dell and Jim Nelson then presented to the Board a bond insurance savings analysis. The bond insurance would reduce our interest rate and the Surety Policy would eliminate the requirement of a bond reserve fund. After reviewing the pros and cons, the Board agreed that it was in the best interest of the District to purchase both the Bond Insurance Policy and the Surety Policy.

Commissioner Decius made a motion to proceed with the Bond Insurance and Surety Policies, estimated at \$19,000, with Dell having the delegation authority to make the final decision. Motion carried.

3) PROJECTS

- a) New District Office
- b) Nevada Drive Water Main Improvements
- c) Nevada Canyon Sewer Main Improvements Phase II

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Commissioner Hollis made a motion for Dell to accept the Nevada Drive Sewer Improvements Amendment No. 1 proposal from Gibbs & Olson in the amount of \$55,500. Motion carried.

- d) Hillside Pump Station
- e) Inglewood Sewer Main Replacement

Commissioner Decius made a motion for Dell to accept the Inglewood Sewer Improvements proposal from Gibbs & Olson in the amount of \$12,600. Motion carried.

4) Proposed Developments

- a) Maxwell Farms – reviewed project plans - need extension agreements (23 SFR connections)
- b) North Lexington PUD (44 SFR, 80 apartments) – waiting for revised project plans.
- c) River Terrace Apartments (198 apartments) – waiting for revised project plans.
- d) Lexington Fire Station – in plan review.
- e) Riverside Apartments – waiting for revised project plans.
- f) Lexington Elementary School – nothing to report.

Confirmation of Lien Filings – The Board reviewed the monthly lien synopsis. It was moved by Commissioner Decius to approve the filing of July 2018 Liens 1695-1697. Motion carried.

Financial Reports – 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, August 15, 2018 for claims submitted after July 18, 2018 for \$498,158.14, claims submitted to date for August 2018 for \$169,614.14 and payroll for July 2018 and August 2018. Motion carried. The July 2018 credit card statements will be provided to the Board electronically after the August 15, 2018 meeting.

Other Business – Dell and the Board briefly discussed planning an open house for the new Administrative Office. Dell will look at some dates and times and follow up with the Board.

Other Business – Dell and Alan reviewed the changes in the Agreement for Transfer of Fishers Lane Water Treatment Plant. The Board unanimously agreed to the changes. Commissioner Hollis made a motion to allow Dell to authorize the transfer of the District's interest in the Fisher Lane Water Treatment Plant to the City of Longview per the transfer agreement. Motion carried.

Other Business – Due to the timing of the WASWD conference in September, Dell requested the September regular meeting date be changed. After a brief discussion, the

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Board unanimously agreed to change the September 2018 meeting to a special meeting on September 12, 2018.

The next scheduled Board meeting will be a special meeting on September 12, 2018 at 5:15 p.m.

There being no further business, the Board adjourned at 7:46 p.m.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner