

**Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, October 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 Bonnie Decius and Michelle Hollis
Staff: Dell Hillger, General Manager, Debbie, Finance Administrator and Alan Engstrom, Legal Counsel

Commissioner Hollis made a motion to approve the minutes for the District's September 12, 2018 special meeting. Motion carried.

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

1) CUSTOMER REQUEST

Water service request for cabins off Lone Oak – no action taken.

2) AGREEMENTS

Fishers Lane sewer easement survey update.

3) FINANCIALS

a) Washington State Archives – Digital Imaging Grant

b) Draft 2019-2020 Budget – no action taken.

The Board agreed to the changes in the water projects and the water system plan in order to cooperate with the County and their chip seal program.

In discussing the 2019 COLA for the District's employees, the Board requested a survey of the local governments to find out what they are using to determine their 2019 COLA and if they would share their utility worker wages.

4) PROJECTS

a) D.O. Update

b) New District Office

c) Nevada Drive Water Main Improvements

d) Nevada Canyon Sewer Main Improvements Phase II

e) Hillside Pump Station

f) Inglewood Sewer Main Replacement

5) 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.

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Confirmation of Lien Filings – The Board reviewed the monthly lien synopsis. No new liens were filed in September 2018.

Financial Reports – The Board reviewed the financial report.

Expenditures – After reviewing the District claims from the lists provided, Commissioner Hollis made a motion to approve the claims submitted after September 12, 2018 in the amount of \$177,341.87 and for claims submitted to date for October 2018 in the amount of \$175,231.78 and payroll for August, September and October 2018. Motion carried. The September 2018 credit card statements were provided to the Board electronically prior to the October 17, 2018 meeting.

Executive Session

The Board moved to an executive session at 6:28 p.m. for the consideration of a personnel matter per RCW 42.30.110-1(g) and for consideration of a real estate transaction per RCW 42.30.3110-1(c). The Board returned from executive session at 6:37 p.m. with no action taken.

Other Business – Commissioner Hollis made a motion to approve the new hire for a Field Maintenance II position starting at the 2018 95% pay level. Motion carried.

Other Business – Dell reminded the Board about family bowling night at 6:00 p.m. on Thursday, October 18, 2018.

Other Business – Dell shared a letter from the City of Kelso’s public works director granting our storage allowance request for Williams-Finney.

The next scheduled Board meeting will be a regular meeting on November 21, 2018 at 5:15 p.m.

There being no further business, the Board adjourned at 6:45 p.m.

Not Present

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner