

**Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, February 20, 2019 5:15 p.m.
1121 West Side Hwy, Kelso, WA 98626**

Meeting called to order at 5:15pm

In Attendance:

Members: Commissioners Monte Roden, Bonnie Decius and Michelle Hollis
Staff: Dell Hillger, General Manager, Debbie, Finance Administrator, Alan Engstrom,
Legal Counsel
Audience: Rich Gushman, President and Tom Gower, P.E. from Gibbs & Olson
Lynn Simpson, Environmental Scientist from Ecological Land Services

Commissioner Hollis made a motion to approve the minutes for the District's January 16, 2019 regular meeting. Motion carried.

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

1) PROJECTS

- a) Nevada Canyon Sewer Main Improvements
Representatives from Gibbs & Olson and Ecological Land Services attended the meeting to update the Board on project status, including permitting and project challenges, and present a proposal for the next phase of the project. After discussion, Commissioner Hollis made a motion to authorize the General Manager to execute Amendment No. 2 for the additional engineering services scope of work on the Nevada Drive project in the amount of \$273,000. Motion carried.
- b) Utility Billing Software Request for Proposal
- c) Cedar Gates Reservoir Improvements
- d) Hillside Pump Station
- e) D.O. Update

2) ADMINISTRATIVE

- a) GPM Water Systems, Inc. request
After a brief discussion, the Board unanimously agreed they had no interest in taking over the GPM Water System.

3) PROPOSED DEVELOPMENTS

- a) Maxwell Farms – need extension agreements (23 SFR connections) – project plans reviewed and comments submitted to developer
- 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 – project went to bid and will break ground in the next month
- e) Riverside Apts. – waiting for revised project plans
- f) Lexington Elementary School – nothing to report

4) CUSTOMER REQUEST – 150 Niblett Way

The customer did not attend the meeting therefore, the Board did not discuss this agenda item.

Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, February 20, 2019 5:15 p.m.
1121 West Side Hwy, Kelso, WA 98626

Confirmation of Lien Filings - The Board reviewed the monthly lien synopsis. It was moved by Commissioner Decius to approve the filing of the January 2019 Lien 1702. Motion carried.

Financial Reports – The Board reviewed the financial reports.

Expenditures – After reviewing the District claims from the lists provided, Commissioner Decius made a motion to approve the claims submitted after January 16, 2019 in the amount of \$89,161.29 and for claims submitted to date for February 2019 in the amount of \$338,068.93 and payroll for January and February 2019. Motion carried. The January 2019 credit card statements will be provided to the Board electronically after the February 20, 2019 meeting.

Other Business

- a) The recent weather event of 3.63 inches of rain that fell within a 24 hour period on top of a snow event triggered an inspection of the Lexington Reservoir. GeoEngineers did the inspection and reported negligible casing deflection since it was installed, with no noticeable difference since the last time it was inspected.
- b) The Hillside Pump Station project expenses for 2018 that are being reimbursed from the DWSRF loan will not require a single audit by the State Auditor’s Office in 2019. The reason is that the amount drawn does not exceed the \$750,000 threshold for monies drawn on this type of loan in a single year from federal funds.
- c) Dell and Commissioner Roden shared with the Board an interview they had with an attorney from Chehalis, WA. This candidate is being considered for the replacement of the District’s current attorney, who will be retiring in 2019. Dell will also follow up with other districts to see who they use for attorneys.

The next scheduled Board meeting will be a regular meeting on March 20, 2019 at 5:15pm.

There being no further business, the Board adjourned at 7:22 pm.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner