

**Beacon Hill Water and Sewer District Special Board Meeting
Wednesday, June 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, Rick, Field Foreman, Alan Engstrom and
Allen Unzelman, Legal Counsel
Audience: R. Tom Smith and Dan Laulainen

Commissioner Hollis made a motion to approve the minutes for the District's May 15, 2019 regular meeting. Motion carried.

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

1) CUSTOMER REQUESTS

- a) Mr. Smith addressed the Board regarding a proposed development of a 4-plex on Aaron Drive & Westside Hwy and the availability of water connections from the District. Dell explained the options of providing water connections to this proposed development as outlined in the manager's report. Dell's recommendation is Option C, which would extend a two-inch main up West Side Hwy, after replacing a galvanized line serving three homes from Ponderosa to Aaron Drive. Mr. Smith said if he went ahead with this development, he would need the water connection in about a year and a half.
- b) Mr. Laulainen addressed the board regarding the northwest corner of Lone Oak Road and Columbia Heights Road and the District providing a 2-inch water connection to this 21 acre location. Dell explained that a water main extension would be required and the options available. Dell's recommendation is Option C, which would extend a main down Cedar Gates to Lone Oak, the most direct route for future expansion toward N. Columbia Heights.

Both Mr. Smith and Mr. Laulainen will need to contact the County to find out what the fire flow requirements are before moving forward on their proposed developments.

2) PROJECTS

- a) New District Office
Commissioner Hollis made a motion to accept the work as complete for the New District Administration office in the amount of \$1,507,374.26 plus tax and release the retainage to JH Kelly after review by L&I, DOR and ESD. Motion carried.
- b) New District Office Low Voltage Electrical
Commissioner Hollis made a motion to accept the work as complete for the New Administration Office Low Voltage Electrical in the amount of \$42,805 plus tax and release the retainage to Stoner Electric after review by L&I, DOR and ESD. Motion carried.
- c) Inglewood Drive Sewer Improvements

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Dell and Rick addressed the Board regarding the lowest bidder on this project and their concerns and issues regarding their performance on a previous District project. The Board discussed their concerns and issues and the District's obligation to accept the lowest responsible bidder. Most of this project will be done by a subcontractor. Additional funds are being requested for construction management for oversight.

Commissioner Hollis made a motion to award the low bid of \$282,975 to Clark & Sons Excavating for the Inglewood Drive Sewer Improvements. Motion carried.

d) Inglewood Drive Sewer Improvement – Construction Management

Commissioner Hollis made a motion to authorize the approval of the Gibbs & Olson Engineering Construction Management proposal of \$47,500 for the Inglewood Drive Sewer Improvements. Motion carried.

e) Cedar Gates Reservoir Improvements

f) Nevada Canyon Sewer Main Improvements

g) Hillside Pump Station

h) D.O. Update

i) Mint Farm Water Plant Repairs

j) Emergency Water Main Repair – Columbia Heights Road

Commissioner Hollis made a motion to approve Resolution No. 516, declaring an emergency water main repair on Columbia Heights Road. Motion carried.

3) MISCELLANEOUS ADMINISTRATIVE

a) Field Crew Vacancy

b) Sewer Push Camera

Commissioner Decius made a motion to authorize Dell to pursue three bid requests and then purchase a Sewer Push Camera up to the amount of \$15,000. Motion carried.

c) Hydraulic Modeling Proposal

Commissioner Roden made a motion to allow Dell to enter into a contract with Pace Engineering, Inc. for Hydraulic Modeling Services up to \$10,000 annually. Motion carried.

d) Structural Engineering Services

It was the consensus of the Board to have Dell move forward in getting a proposal from Gibbs & Olson for the subcontractor Kramer Gehlen & Associates, Inc. Structural Engineers for inspection work on the existing and abandoned water mains hanging on the Pleasant Hill Road bridge crossing.

4) PROPOSED DEVELOPMENTS

a) Maxwell Farms – need extension agreements (23 SFR connections). Waiting for revised project plans for review.

b) North Lexington PUD (44 SFR, 80 apts.) – Recently contacted by developer's engineer and discussing project revisions and effect to our system.

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- c) River Terrace Apts. (198 apts.) – Recently contacted by developer’s engineer and discussing project revisions and connection options.
- d) Lexington Fire Station – under construction.
- e) Riverside Apts. – waiting for revised project plans.
- f) Lexington Elementary School – Reviewed and submitted edits to preliminary plans.

Confirmation of Lien Filings - The Board reviewed the monthly lien summary. It was moved by Commissioner Decius to approve the filing of the May 2019 Lien 1705. Motion carried.

Financial Reports – The Board reviewed the financial reports.

Expenditures – After reviewing the District claims, Commissioner Decius made a motion to approve the claims submitted after May 15, 2019 in the amount of \$229,043.84, claims submitted to date for June 2019 in the amount of \$329,644.82 and payroll for May and June 2019. Motion carried. The May 2019 credit card statements were not provided to the Board electronically before the June 20, 2019 meeting.

Other Business – Dell recently attended TRRWA’s audit exit interview. It was a clean audit.

Other Business – Commissioner Roden gave an overview of the TRRWA Board of Directors meeting he attended on June 19, 2019.

Other Business – Dell and Commissioner Decius will be attending the Water Operating Board meeting in July. Commissioner Roden requested the following items be brought up for discussion, D.O. injections, D.O. plan for public education and the inspection processes of the filters.

The next scheduled Board meeting will be a regular meeting on July 17, 2019 at 5:15pm.

There being no further business, the Board adjourned at 07:45 pm.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner