

**Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, November 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, Financial Administrator, Alan Engstrom and Allen Unzelman, Legal Counsel

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

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

1) PROJECT UPDATES

- a) Nevada Canyon Sewer Main Improvements
- b) Longview Water Update
If there is a Water Operating Board meeting scheduled in December 2019, Dell and Commissioner Decius will attend.
- c) Inglewood Sewer Main Improvements
- d) Hillside Pump Station
- e) Pleasant Hill Road Bridge Water Main – In addition, Commissioner Roden recommended Dell contact the State Patrol to see if they would be available to assist with traffic control on this project.

2) ADMINISTRATIVE

- a) General Terms and Conditions
Commissioner Hollis made a motion to approve Resolution No. 517 amending the General Terms and Conditions, including other edits for grammatical clarification and continuity. Motion carried.
Commissioner Hollis made a motion to approve the amended Schedule of Fees, Exhibit 1 in the General Terms and Conditions applicable to water, effective November 20, 2019. Motion carried.

3) FINANCIAL

- a) Generator
- b) Backhoe
Commissioner Hollis made a motion to approve the purchase of a 4WD Caterpillar Backhoe from CDID1 in the amount of \$62,000. Motion carried.
- c) 2020 Budget Adjustments
The Board reviewed and discussed the changes to the 2019/2020 budget. The Board unanimously agreed to the proposed changes with the exception to the annual wage increase. For the annual wage increase, the Board unanimously agreed to increase it from the proposed *2.5% to 2.75%, effective January 1, 2020.

*Based on the June 2019 to June 2020 CPI for Urban Wage Earners and Clerical Workers (CPI-W) West – Size Class B/C.

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4) PROPOSED DEVELOPMENTS

- a) Maxwell Farms – need extension agreements (23 SFR connections). Plans signed and close to starting project.
- b) North Lexington PUD (44 SFR, 80 apts.) – waiting for revised project plans.
- c) River Terrace Apts. (198 apts.) – waiting for revised plans.
- d) Lexington Fire Station – under construction.
- e) Riverside Apts. – waiting for revised project plans.
- f) Lexington Elementary School – Under construction.
- g) Laulainen Estates Phase 2 – waiting for developer to start project.

Confirmation of Lien Filings - The Board reviewed the monthly lien summary. It was moved by Commissioner Decius to approve the filing of the November 2019 Lien 1712. 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 October 16, 2019 in the amount of \$139,012.12, claims submitted to date for November 2019 in the amount of \$240,385.00 and payroll for October and November 2019. Motion carried. The October 2019 credit card statements were provided to the Board electronically before the November 20, 2019 meeting.

Other Business – Dell reviewed potential additional water testing, such as for PFAS/PFOS that may become required by the EPA or other regulatory agencies.

Other Business – Dell let the Board know that he applied for a \$2,000,000 DWSRF Loan for the Skyline Reservoir and Pump Station Project.

Executive Session

The Board went into executive session at 7:01 pm. to evaluate the qualifications of an applicant for public employment. The Board returned from executive session at 7:21 pm with no action taken. The Board went back into executive session at 7:21 to continue the discussion. The Board returned from executive session at 7:31 pm. with no action taken.

The next scheduled Board meeting will be a regular meeting on December 18, 2019 at 5:15 pm.

There being no further business, the Board adjourned at 7:36 pm.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner