

**Beacon Hill Water and Sewer District Regular Board Meeting
Wednesday, January 15, 2020 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 and
Allen Unzelman, Legal Counsel

Commissioner Hollis made a motion to approve the minutes for the District's December 18, 2019 regular meeting. Motion carried.

Commissioner Decius made a motion to keep the Commissioner positions the same for the 2020 term. Motion carried.

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

1) PROJECT UPDATES

- a) Sewer Main Abandonment
The Board unanimously agreed to have Dell follow through on both sewer line projects; abandon old sewer line and CIPP line the interceptor crossing under two houses.
- b) Longview Water Update
Dell will contact the City of Longview to offer them three options with regards to the Fisher Lane sewer connection.
- c) Nevada Canyon Sewer Main Improvements
- d) Inglewood Sewer Main Improvements
- e) Hillside Pump Station

2) ADMINISTRATIVE

- a) Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)
- b) Employee Manual
Commissioner Hollis made a motion to approve Resolution No. 519 to update the Employee Handbook, with the exclusion of page 15, and implement a Certificate Training Program. Motion carried.

3) FINANCIAL

- a) Sale of John Deere Backhoe at auction.
Legal council will investigate how a reserve can be set on the sale.

4) PROPOSED DEVELOPMENTS

- a) Maxwell Farms – (23 SFR connections). Dell recommended some changes to the water and sewer design and the engineer is working on those revisions. Contractor had started on the water main but recent rains and flooding are delaying additional work.
- b) North Lexington PUD (44 SFR, 80 apts.) – waiting for revised project plans.
- c) River Terrace Apts. (198 apts.) – waiting for revised plans.

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- d) Lexington Fire Station – under construction, may start demo of old building soon.
- e) Riverside Apts. – waiting for revised project plans.
- f) Lexington Elementary School – Under construction. Pre-con for utility work is expected soon.
- g) Laulainen Estates Phase 2 – waiting for developer to start project.

Confirmation of Lien Filings - The Board reviewed the monthly lien summary. No new liens were filed in the month of December 2019.

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 December 18, 2019 in the amount of \$48,553.17, claims submitted to date for January 2020 in the amount of \$128,334.01 and payroll for December 2019 and January 2020. Motion carried. The December 2019 credit card statements were provided to the Board electronically before the January 15, 2020 meeting.

Other Business

The Board discussed and then unanimously agreed to change the monthly Board meeting time from 5:15 pm to 4:15 pm on the third Wednesday of each month. A resolution will be approved at the February 19, 2020 special meeting to make the change permanent.

Other Business

The recent weather event of heavy rainfall triggered an inspection of the Lexington Reservoir. The inclinometer readings at the tank did not change and the one in the slide area over the last four years has moved only ¼”.

Other Business

Commissioners Decius and Commissioner Hollis will be attending the Commissioners Workshop in Tukwila on Saturday, January 18, 2020.

Other Business

Dell shared with the Board the structural engineer report on the Pleasant Hill Bridge Water Main.

Executive Session

The Board went into executive session at 6:40 pm for the purpose of considering a personnel matter, under RCW 42.30.110 section 1(f) and expects to be in Executive Session until 7:00 pm.

The Board returned from executive session at 6:50 pm with no action taken.

Other Business

Commissioner Hollis made a motion to authorize Dell to bring on a new hire in the Field Maintenance III position with the wage level to be set at his discretion. Motion carried.

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The next scheduled Board meeting will be a special meeting on February 19, 2020 at 4:15 pm.

There being no further business, the Board adjourned at 6:53 pm.

Monte J. Roden, President

Bonnie L. Decius, Secretary

Michelle L. Hollis, Commissioner