

NORTH BEACH PUBLIC DEVELOPMENT AUTHORITY

SPECIAL MEETING

July 17, 2006 and July 24, 2006

The meeting was called to order at 6:02 PM on July 17 at the North Beach Water Office.

Present were:

Board Members: Brad Weatherby RD Williams
 Tom Downer Ken Karch

Others: Phillip Leach

RD distributed a request for payments of vouchers which included a payment to the State of Washington for B&O tax. He explained that this needed to be processed immediately because we would have a penalty of close to \$500 if not mailed in a timely manner. The vouchers were distributed and signed by the Board Members to facilitate this payment with Ken Karch abstaining.

There was consensus that all meetings in the future would be called **SPECIAL MEETINGS** and not "Workshops" so that any emergency matters can be handled. This is especially necessary because of our need to have Pacific County process our payment vouchers.

Ken Karch distributed an article from the Seattle Times regarding a State Supreme Court case and **Revenue Bonds**, establishing that a vote of constituents is NOT necessary. The meeting broke into Workshop to go over pages of the Employee Manual and adjourned at 8:45 to be continued the following Monday, July 24. *of a C. Karch*

SPECIAL MEETING, JULY 24.

At the July 24 meeting, Brad Weatherby was absent; Jim Hagen was present. The meeting opened at 6:00 PM at the North Beach Water Office.

MOTION BY JIM HAGEN, SECONDED BY TOM DOWNER TO APPROVE ALL PAYMENT VOUCHERS SUBMITTED AT THE LAST MEETING INCLUDING AN ADDITIONAL VOUCHER TO PUD FOR \$77.25. MOTION CARRIED.

RD distributed a Sources and Uses Report , as well as a Reservoir Cost Update. Ken Karch expressed concern about the **overrun on Engineering**. DPR was the successful bidder and although they were new to this kind of work, Tom Frare had felt that his oversight would help assure success of the project. RD will report back with more specific information on engineering costs.

Tom Downer reported that the Fire District #1 is beginning its **Five-Year Plan**. We will be developing our **Six Year Plan** and need to review this the Fire Department document to assure compatibility between the two.

RD presented each of the Board Members with the NBPDA CHARTER which states in Article 12, item 4 that an **ANNUAL REPORT** shall be submitted to the Commissioners on an annual basis every March. Since we have had several meetings with the Commissioners as to our activities, it was felt that this requirement had been more than satisfied. RD, however, has drafted for the Board's review a letter to be presented to the Commissioners on Tuesday, August 8 with all approved minutes from November until the present as attachments. The Rate Hearing Resolution will also be included.


RD distributed information from the RCAC which contained pertinent information for Water Boards.

Phillip Leach reported that we have pulled 10 meters from customers to be sent to HD Fowler to check **meter consumption computations**. This is done annually in insure that we are billing the customers fairly.

Ken Karch reported on the Department of Health changes in laws for water consumption. Carl Johnson, Engineer at Gray & Osborne, Inc., Olympia is the SHOA Engineer. He mailed comments to DOH on **Retail Service Area and Distribution Leaking Standards** which Ken forwarded to the Board Members. After consideration discussion will be on August 7th Meeting and a report on the proceedings will be sent to DOH.

Phillip Leach reported on the use of time sheets by employees and their willing acceptance of them. He reported on a water operations oversight by an employee which could have caused considerable problems but was resolved quickly by excellent cooperation by all the staff. Tom Downer suggested we create a **written emergency plan** including notifying Board Members, DOH reporting, Emergency Management notification, etc.

The formal meeting of the NBPDA adjourned at 7 PM to move to the Workshop on the Employee Manual which adjourned at 8:30 PM.


RD Williams, President


Celsa Johnson, Secretary