

NORTH BEACH PUBLIC DEVELOPMENT AUTHORITY

REGULAR MEETING

February 12, 2007

<u>Board Members:</u>	Brad Weatherby Tom Downer	Jim Hagen R.D. Williams
<u>Others:</u>	Phillip Leach Gordon Gillock Ron Haskins	Neal Emond Rob Richmond

RD opened the meeting at 6:02 PM, inviting members of the public to address the Board. They advised they were present to observe the meeting.

MOTION BY TOM DOWNER, SECONDED BY JIM HAGEN TO APPROVE THE MINUTES OF JANUARY 8, 2006 AS AMENDED. MOTION BY BRAD WEATHERBY, SECONDED BY RD WILLIAMS TO APPROVE THE MINUTES OF JANUARY 15, 2007. MOTIONS CARRIED.

Tom Downer advised the Board that there was need for someone to act on behalf of North Beach Water until such time as a General Manager is hired. **MOTION BY TOM DOWNER, SECONDED BY JIM HAGEN, TO AUTHORIZE R. D. WILLIAMS, PRESIDENT TO SERVE IN THE CAPACITY OF GENERAL MANAGER UNTIL SUCH TIME AS ONE IS HIRED. MOTION CARRIED.**

RD presented a proposal for adjustments to the 2007 Wage and Benefits. **MOTION BY JIM HAGEN, SECONDED BY TOM DOWNER TO MAKE ADJUSTMENTS AS RECOMMENDED BY PRESIDENT WILLIAMS AS SUBMITTED. MOTION CARRIED.**

R.D. presented the expenditures for January. Brad Weatherby inquired about the total cost from PUD. After several questions by the Board, President Williams pointed out that \$61,466.58 was for Capital Improvements. **MOTION BY TOM DOWNER, SECONDED BY JIM HAGEN TO APPROVE VOUCHERS FOR OPERATIONS, CAPITAL PROJECTS AND PAYROLL IN THE AMOUNT OF \$120,439.71. MOTION CARRIED.**

Secretary Celsa Johnson advised the Board that a motion needed to be made in a regular meeting to adopt Resolution 07-2006, adopting the budget for year 2007. **MOTION BY TOM DOWNER, SECONDED BY BRAD WEATHERBY TO ADOPT RESOLUTION #07-2006, THE 2007 BUDGET. MOTION CARRIED.**

Water District Formation – Tom Downer announced that the North Peninsula Improvement Association (NPIA) is taking the lead in the formation of a Water District aiming for a vote at the November General Election. This should cut costs considerably and increase the likelihood of a favorable passage of the measure. The NPIA has already received funds targeted for the campaign.

Emergency Plan – Tom Downer gave Phillip an example of a written emergency plan he had received from his insurance carrier, asking for him to look it over and present a NBDPA version at the next regularly scheduled meeting. He asked that the Board approve it at that time, realizing that it needs to be a “fluid document” because of the nature of emergencies that indeed change.

Employment Update – RD advised the Board that there were 16 or 17 applicants for the position of **Water Distribution I/Meter Reader**. With the help of Brad Weatherby and Phillip Leach, six candidates will be interviewed on February 15th. The position of **General Manager** has been advertised in the WWSDA publication and Twila Fluaitte, Executive Secretary, Washington Water and Sewer Districts (WWSA) has been sending the advertisement to all districts.

North Beach Water Report – RD reported on the need for a vehicle. A new one-ton truck with a derrick could cost between \$45 and \$50 thousand. A used one-ton was recently sold for \$19,000 at Washington State Gen Admin. We could tap into that site for the chassis, then the body. The County COULD set it up for us; as we could spec out a vehicle. We have an '83 Chevrolet Utility Truck that needs work. It probably has a hundred thousand miles. It would be used two or three times per week, but for very few miles. It is clean and has surprisingly little rust. RD proposed we invest \$3500 to repair the vehicle and presented a bid for the work. MOTION BY JIM HAGEN, SECONDED BY TOM DOWNER TO SPEND \$3500 AS PROPOSED TO REPAIR OUR 1983 CHEVROLET.

RD presented the Board a proposal from Klienfelder/Holt for well rehabilitation. We need to be very pro-active as iron and manganese build up actually make wells non-functional. Phillip Leach presented a history and map of the wells that need work. South Well Field SO-1 no longer works. North Wells Field SO-1, SO-2 and SO-3 are the oldest wells and would benefit from rehabilitation. Wells North SO-7 and SO-9 are not filtered and he hopes that eventually we would run a 6-inch manifold tying all the north wells into the filtration system. He reiterated Tom Downer's comment that harder working pump motors fail faster. The proposed fix by Klienfelder/Holt could increase capabilities 70 percent, but would not be a permanent fix. We need to set dollars aside for maintenance every year.

RD proposed that we test the process by starting with South Well Field SO-1 to see if the expense warrants improvement; then go the North Well Field SO-3, SO-2 and finally SO-1. Of course, we would cease the work if no improvement occurred. MOTION BY BRAD WEATHERBY, SECONDED BY JIM HAGEN THAT WE CONTRACT WITH KLEINFELDER/HOLT FOR MAINTENANCE OF THE WELLS AS OUTLINED FOR A TOTAL FOR THE FOUR WELLS OF \$39,088. MOTION CARRIED.

Phillip Leach reported that he had completed a survey of Plat Development and presented the Board the results of his findings. There are presently 32 plots NORTH of 227th that have water. We are looking at approximately 4800 lots where we can install water meters. On the premise that 40 connections are made each year, we would be built out about 37 years.

RD reported that Grays Harbor Water had done some analysis of billing software, but much of the data had been destroyed once they made a decision for purchase. He is continuing to look at several options. Coastal Computers has submitted a bid for a new server and network and RD is recommending that we accept their bid. MOTION BY TOM DOWNER, SECONDED BY JIM HAGEN THAT WE ACCEPT THE BID BY COASTAL COMPUTERS FOR A NEW SERVER IN THE AMOUNT OF \$2,510. MOTION CARRIED.

Fire Flow Intertie – RD reported that the building is nearing completion. He presented the Board with a bid from Willie's More Power Electric of Gearhart for \$73,852 which also includes the additions of additional lighting for the new filter room, PUD secondary not original quoted, Two additional outdoor security lights and an additional 480V-3Ph,200 Amp Fusible Disconnect for the new filter room be approved. MOTION BY JIM HAGEN, SECONDED BY BRAD WEATHERBY TO COMPLETE THE POWER INSTALLATION AND AWARD THE WORK TO WILLIE'S POWER OF GEARHART. MOTION CARRIED.


RD reported on some information he had obtained for help for low income seniors from the Coastal Community Action Group and Project Help Program. More information will be forthcoming on this.

Brad Weatherby has been looking at an office copier and will have a proposal for the next regular meeting.

RD reported that he has been in contact with Bryan Harrison regarding the Peninsula Area Coordinated Water System Plan that was written in 1983 but never adopted by Pacific County. Everything is there, but it does need to be updated before enacted. He will continue pushing for resolution of this issue.

RD reported that the Public Works Trust Fund and the State Revolving Funds will soon become available and a workshop and seminar will be held in March. He will plan on attending this workshop.

The meeting adjourned at 7:50 PM with a celebration of cake for the first anniversary of North Beach Water.


RD Williams, President


Celsa Johnson, Secretary