

NORTH BEACH PUBLIC DEVELOPMENT AUTHORITY

REGULAR MEETING

October 15, 2007

<u>Board Members:</u>	Richard Schroeder Jim Hagen	R.D. Williams
<u>Others:</u>	Marshall Tate Debbie Richmond Tia Crisifulli	Neil Emond Rob Richmond

President Williams opened the monthly Board Meeting at 6:02 PM at the Fire Hall. He advised that Board Members Tom Downer and Brad Weatherby were out of town; he welcomed the public and invited anyone to speak if they chose. No one did so.

MOTION BY JIM HAGEN, SECONDED BY RICHARD SCHRODER TO APPROVE THE MINUTES OF September 17, 2007. MOTION CARRIED.

Water District Formation – President Williams reviewed the recent occurrences. He provided the Board with the letter to the County outlining our request for hearing for putting the issue to a vote of the people. The hearing was held on October 9 in South Bend. Verbal comments now are closed; however, written comments may be taken until October 19. President Williams has prepared a map showing the existing precincts, the proposed boundary, the current water lines, and the Class A and B private water companies recognized by the Department of Health within the proposed Water District boundaries. He reported that there was some concern of the all-encompassing boundary and commented that this boundary was proposed because it was the most logical to manage. Marshall Tate did an investigation and found that a water district CAN require a mandatory hookup to public water under certain circumstances. Further, the County Commissioners COULD require mandatory hookup. We would need to establish a policy for the county to include in their Comprehensive Plan. RD has asked Judge Goelz to write an opinion on taxing, bonding and a mandatory hookup criteria within the boundaries of the water district, as he represent public entities on the Peninsula.

Employee Manual, Update and Attendance Policy – After some discussion, **MOTION BY JIM HAGEN, SECONDED BY RICHARD SCHRODER TO PASS RESOLUTION 06-2007, ADOPTING THE EMPLOYEE MANUAL/ATTENDANCE POLICY AS REVIEWED BY LEGAL COUNCIL WITH THE UNDERSTANDING THAT THIS IS A WORKING DOCUMENT SUBJECT TO CHANGE. MOTION CARRIED.**

Water System Plan Update – RD reported that Tom Frare is nearly finished with the proposed plan. Jim Hagen expressed concern about the Emergency Management portion of the document. At this point, we have no knowledge as to how it is included; however

we do know that it has been discussed with DOH personnel prior to its preparation. Phillip Leach was not in attendance to update us on this topic.

Fire Flow/Inter-Tie Project - In the absence of Phillip Leach to report on this area, RD commented that there still is some testing yet to be done but it was his understanding that the water quality samples were taken and submitted for testing and the results were forwarded to Tom Frare.

McDaneld Property/255th Right-of-Way/Intertie – President Williams informed the Board of someone driving through a portion of the property where we have a critical 12-inch line for the fire flow intertie. Some of the equipment has been very heavy and there is concern that we could suffer damage to of the line, resulting in draining of the reservoir and putting the community in jeopardy for loss of fire flow. He has informed the County Commissioners and has met with Sheriff Didion, County Prosecutor David Burke, and the McDaneld's. It appears we already have an easement which dates back to the Ocean Bay Water Company. Mr. Emond commented that a "road" through this right-of-way was not there until the year the Beach Barons moved to their new property on Sandridge Road. We will continue to press the County to get the issue resolved in a timely manner.

Prothman Executive Search – President Williams advised the Board that as a result of the search done by Prothman, we have three strong candidates who will be interviewed for the position of General Manager. A reception will be held on the evening of October 29 at the Water Office; interviews of the 3 candidates will be held on October 30. Chief Brundage will participate in the interview process, as well as Prothman employees and Nancy Gorshe of the Visitors Bureau will tour the Peninsula with the candidates.

ACH Billing/Bank of Pacific – President Williams reported that the County Treasurer has met with officials of the Bank of Pacific and has found an acceptable solution for a new contract between North Beach Water and the Bank. This would allow customer payments made via ACH. The contract will be forthcoming.

Ocean Park Acquisitions LLC, – Nancy Emondson, our accountant, has advised that she has successfully searched for and found a tax accountant to complete the final tax return for the LLC. She has advised that the firm was recommended by the Finance Director for the City of Hoquiam. They are Gordon Glasgow and Gaylon Boley of the firm Preszler Lerner Mertz of Aberdeen. WA. MOTION BY RICHARD SCHROEDER, SECONDED BY JIM HAGEN, TO HAVE THE FIRM PRESZLER LARNER MERTZ COMPLETE THE FINAL RETURN FOR THE OCEAN PARK ACQUISITIONS LLC. MOTION CARRIED.

NBPDA Legal Representation – President Williams reported that he has found Doug Goelz, the South District Court Judge, has a private law practice and has represented other public entities on the peninsula. President Williams asked for assurances from the Board to continue a dialogue with Judge Goelz to represent the NBPDA. Jim Hagen advised that it is possible he could have a conflict of interest because of his business.

North Beach Water Report – In the absence of Phillip Leach, President Williams reported that plans for the service connection to Oman’s Lumber’s new building are being reviewed with a six-inch line requested for fire flow and a ¾ inch line for service connection.

DOH/Pacific County/Pacific Water Operating Permit Status – President Williams reported he attended a meeting with DOH and County officials and was advised that Pacific Water has a “Blue” rating and that they have exceeded the number of allowable connections for their rating. This results in Pacific County DCD not allowing any additional building permits to connect to the system within the Pacific Water Service Boundary. Tom Frare, our Water System Engineer, will submit a “capacity analysis” of the system from data included within the Water System Plan to DOH, which when approved will allow the system to be placed back to a “yellow” rating. Estimated time for this process is 30 days. The system has been in a “Blue” rating since we acquired the system in early 2006 but we were not made aware of the restrictions. President Williams handed out material sent by DOH explaining the rating criteria.

Budget Planning Session for 2008 - We need to schedule a planning session for the 2008 Budget process in early November to have in completed before year end.

Payment of Vouchers – Some discussion was held regarding the Prothman billing and the fact we are paying them in installments before the placement of our new GM. Tia Crisifulli also advised she had prepared two separate vouchers, one for American Express and one to the Washington State Auditor to be processed as soon as possible. MOTION BY RICHARD SCHROEDER, SECONDED BY JIM HAGEN, TO PAY THE VOUCHERS IN THE AMOUNT OF \$77,369.65 AND TO PAY AMERICAN EXPRESS \$301.79 AND THE WASHINGTON STATE AUDITOR’S OFFICE \$6,960.93. MOTION CARRIED.

DPR Proposal/ 280th Street at L Lane to the Beach – After much discussion, it was decided that we should table this proposal to enable conversation with Don Larson of Pacific County Public Works; to look at the Right of Way permit; and examine the logic of our paying for the improvements desired by the county at this location.

At 7:20 PM, President Williams thanked the public for their attendance and adjourned the public meeting into Executive Session to discuss personnel matters for 20 minutes.

At 7:38 the Regular Meeting reconvened. No action was required as a result of the Executive Session. Board Members were asked to attend the reception for the candidates on Monday October 29 at 6 PM at the Water Office.

Meeting adjourned at 7:40 PM. The next Regular Meeting will be on Monday, November 19, 2007 at 6:00 PM at the Pacific County Fire Protection District #1 Meeting Room.


RD Williams, President


Celsa Johnson, Secretary