

**NORTH BEACH PUBLIC DEVELOPMENT AUTHORITY**

**REGULAR MEETING**

**October 20, 2008**

Board Member:      Jim Hagen                              Richard Schroeder  
                             Tom Downer                              Brad Weatherby  
                             R. D. Williams

Staff:                      Michael Berlien, General Manager  
                                 Tia Crisifulli, Office Manager

Others:                    Neal Emond                              Dick Sheldon  
                                 Rob Richmond                              Debbie Richmond

President Williams called the meeting to order at 6:00 PM at the Fire Hall. He welcomed the public and invited anyone to speak that wished to address the Board.

JIM HAGEN MADE A MOTION SECONDED BY DICK SCHROEDER TO APPROVE THE MINUTES FROM THE SEPTEMBER 15<sup>TH</sup> MEETING. MOTION CARRIED.

Tia Crisifulli, Office Manager reviewed the October 2008 financial reports with the Board.

**Unfinished Business:**

President Williams gave an update on the small claims settlement for Martell vs DPR. PDA is covered under RCW 4.96.020 and no further action is required. (See attached RCW)

**New Business:**

Identity Theft Program. Reviewed and discussed that this will bring into FCC compliance but does not cover more sophisticated theft such as credit card. The board needs to think about covering the other types also. TOM DOWNER MADE A MOTION SECONDED BY DICK SCHROEDER TO ADOPT RESOLUTION 15-2008. MOTION CARRIED.

FEMA E-17 Close-Out Report needs to be submitted. President Williams will do the paperwork. JIM HAGEN MADE A MOTION SECONDED BY BRAD WEATHERBY TO AUTHORIZE THE FINALIZATION WITH FEMA. MOTION CARRIED.

**General Managers Report:**

North Well Field Control Room Booster Pumps; Staff is testing pumps to determine what instrumentation controls each of the pumps. Manager Berlien would like to work on a request for a proposal for some help from Paco Pump.

Field Labor Breakdown. Manager Berlien has begun tracking field labor pertaining to our distribution network to answer the question of “how much does it really cost to make water?”

School Fire Suppression proposal submitted to school. Waiting for decision and then will take approximately four weeks to get parts to proceed. The Board continued with a discussion of cost and recovery with rates currently available to them and what precedents have been set by hookups such as Omans and the original discussions with the school before they put in their own tank that is now not working for them. The board consensus was that this needs to be revisited. President Williams volunteered to meet with Tom Frarc and review the rates and re-address hook up fees for fire flow and get back to Board.

Bid Results for Surplus Equipment:

BIDDER	Ditcher	Trailer	Pipe	Tank
Millner		500.00		<b>700.00</b>
Richmond		<b>1001.99</b>		
R Sheldon	288.68	788.88		637.73
M Frericts		357.00		256.00
W Williams				200.00
D Duff	<b>777.00</b>	553.00	<b>337.00</b>	157.00
Motion to accept sale	Brad W	Brad W	Brad W	Brad W
Second to Motion	Dick S	Jim H	Jim H	Jim H
Carried	Yes	Yes	Yes	Yes

Cla-Valve Maintenance Proposal:

Recommend preventive maintenance for 5 years. Estimate is \$3500.00 JIM HAGEN MADE A MOTION SECONDED BY TOM DOWNER TO AUTHORIZE PROCEEDING WITH THIS MAINTENANCE AGREEMENT. MOTION CARRIED.

Answering Service Proposal:

Research has been done of available options. Staff recommends Level 3 Service from Commercial Systems in Warrenton as being best coverage. MOTION MADE BY TOM DOWNER SECONDED BY JIM HAGEN TO ALLOW STAFF TO PROCEED WITH ANSWERING SERVICE. MOTION CARRIED.

2009 Budget Hearing will be during the December 15<sup>th</sup> Board Meeting. Board will conduct preliminary review at November 17<sup>th</sup> meeting.

**Directors Reports and Comments:**

TOM DOWNER MADE A MOTION SECONDED BY JIM HAGEN TO AUTHORIZE PAYMENT OF SEPTEMBER VOUCHERS IN THE AMOUNT OF \$62,313.25. MOTION CARRIED.

President Williams thanked the public for their attendance and asked the Board to move to executive session for 30 minutes to discuss personnel issues and transfer negotiation issues at 7:30 PM.

The Board exited executive session at 8:00 PM MOTION WAS MADE BY JIM HAGEN SECONDED BY RICHARD SCHROEDER TO AUTHORIZE THE NEGOTIATING TEAM TO SEND PAPERWORK TO COUNCIL FOR REVIEW AFTER NEXT TRANSFER MEETING. MOTION CARRIED WITH R.D. WILLIAMS ABSTAINING.

Meeting adjourned at 8:05 PM.

Respectfully Submitted



R. D. Williams, President



Nancy Bell, Secretary to the Board