

Minutes of the Regular Meeting of The Board of Commissioners of the North Beach Water District

A regular meeting of the Board of Commissioners of the North Beach Water District was held at 6:00pm, Monday, January 5, 2009 at the meeting room of Pacific County Fire Protection District #1, 26109 Ridge Ave, Ocean Park, Washington

Meeting called to order:

President Sheldon called the meeting to order at 6:02pm. A quorum was acknowledged.

Commissioners present:

Gwen Brake, Secretary
Brian Sheldon, President
R.D. Williams, Commissioner

Staff present:

Michael Berlien, General Manager
Tia Crisifulli, Office Manager

Others present:

North Beach Public Development Authority Board members: Marshall Tate, John Adams, Bill Grennan, Frank Logan and Mike McNatt; Nancy Bell; Celsa Johnson; Neal Emond; and Pacific County Prosecutor David Burke,

Other:

Meeting was turned over at 6:02pm to North Beach Public Development Authority President Tate in order to call to order the Special Meeting of the North Beach Public Development Authority

Additions to agenda:

Mr. Williams requested a new election of officers since it was the beginning of the years. Ms. Brake asked to table the election of officers. Mr. Sheldon agreed with tabling. Mr. Sheldon pointed out that the RCW requires election of officers annually but does not designate the first of the year.

Approval of Minutes:

Approval of the December 8, 2008 Special Meeting tabled until January 19, 2009 Regular Meeting.

President Sheldon moved to approve the minutes for the December 17, 2008 Special Meeting. Motion seconded by Ms. Brake.

Discussion: None

Ayes: Ms. Brake, Mr. Sheldon

Nays: None

Abstain: Mr. Williams

Reports:

Discussion of possible formal signing ceremony. No action taken.

Unfinished Business:

1. 2008 District Election Costs

Invoice will be submitted to the North Beach Water Staff. Staff will submit the invoice for payment at the January 19, 2009 Regular Meeting of North Beach Water District.

New Business:

1. Resolution 01-2009, Changing Regular Meeting Schedule

Mr. Williams initiated discussion of Fire Hall versus NBW office as venue for the regular meeting. Ms. Brake feels the accommodations at the water office are not suitable. Ms. Johnson stated that she felt the water office did not have sufficient room and that the Fire Hall was more neutral. Mr. Williams felt that the Fire Hall was a more public venue.

Mr. Sheldon moved to adopted Resolution 01-2009. Ms. Brake seconded motion.

Discussion opened. Commissioners agreed to change Resolution 01-2009 to reflect Pacific County Fire Protection District #1, 26109 Ridge Ave, Ocean Park, Washington as the venue for the Regular Board Meeting of North Beach Water District.

Ayes: Ms. Brake, Mr. Sheldon, Mr. Williams

Nays: None

Abstain: None

2. Resolution 02-2009, Establishing Secretary to the Board

Mr. Williams moved to adopt Resolution 02-2009. Ms. Brake seconded motion.

Discussion: None

Ayes: Ms. Brake, Mr. Sheldon, Mr. Williams

Nays: None

Abstain: None

3. Resolution 03-2009, Enduris Insurance Agreement

Mr. Williams requested changing the resolution to reflect the name North Beach Water District instead of North Beach Water User District.

Mr. William moved to adopt Resolution 03-2009 as changed. Ms. Brake seconded the motion.

Discussion: None

Ayes: Ms. Brake, Mr. Sheldon, Mr. Williams

Nays: None

Abstain: None

4. Resolution 04-2009, Establishing GM as Registered Agent

Mr. Williams moved to adopt Resolution 04-2009. Ms. Brake seconded the motion.

Discussion: None

Ayes: Ms. Brake, Mr. Sheldon, Mr. Williams

Nays: None

Abstain: None

5. Logo for District

Board agreed to refer this matter to staff.

6. Notice to Vendors/Accounts on Transfer of Water Utility to District

Mr. Williams made a motion that the Board directs staff to generate letters to all North Beach Water vendors, communicating to them the transfer to the utility from North Beach Public Development Authority to North Beach Water District. Mr. Sheldon seconded the motion.

Discussion: None

Ayes: Ms. Brake, Mr. Sheldon, Mr. Williams

Nays: None

Abstain: None

7. Need for Pacific County to Allow Account Transfer

Board requested staff to communicate with Pacific County with regards to what they will require in order to transfer North Beach Public Development Authority accounts over to North Beach Water District.

8. District Election Cost Payment to Pacific County Per Resolution

Board agreed to handle this at the January 19, 2009 Regular Meeting per discussion under Unfinished Business.

9. PUD Funds Held for Deposit on NBPDA Accounts

Board directed staff to write a letter to the PUD informing them of the change to a water district and requesting release of security funds.

10. Status of PWB-PWTF Loan Transfer to District

Mr. Sheldon stated that the documents were signed and the tax ID # added. Per his conversation with Bruce Lund, the documents just need to be sent to the necessary parties.

11. Status of Cashmere Loan Transfer (needed date on transfer agreement)

Mr. Sheldon stated that the document was signed and now dated.

12. Future Tax Filings under new Tax numbers (EIN/UBI) for District

Discussed under item # 16

13. Rod Kaseguma Billing

Mr. Sheldon informed board that he had requested a bill. Kaseguma's staff will prepare the bill and mail out. The bill should arrive by January 19, 2009. Mr. Berlien informed the board that the bill will be paid in February 2009 if not received by January 15, 2009.

14. Future Contract between NBWD and David Thompson

Board agreed to refer this matter to staff. Staff is instructed to contact David Thompson with regards to a contract and any carryover cost related to the transfer of the utility. Mr. Logan reminded that board that any outstanding NBPDA debt is viewed as liability and covered by the transfer agreement.

15. Future Contract between NBWD and Suzanne Michaels

Board agreed to refer this matter to staff. Staff is instructed to contact Suzanne Michaels with regards to a contract.

16. Accounting Services Addressed, New Contract?

Board agreed to refer this matter to staff. Staff is instructed to contact Nancy Edmondson with regards to a contract.

17. January 24, 2009 Conference Attendance

Commissioners discussed the upcoming Washington Association of Sewer and Water Districts' Commissioners' Workshop.

18. Sunset View Motel Fire Service

Mr. Berlien, informed the board that the matter had been referred to Rod Kaseguma. Mr. Berlien informed the board that the owner has decided to stop paying his bill for the fire service. The owner sent in his last bill with a note stating that he was not paying under protest.

19. Policy for Damage to Customer Property due to Water Contamination

Mr. Berlien stated that there was no progress to be reported. Policy will be drafted to address certain unique circumstances. Mr. Berlien hopes to present a draft policy at the February 16, 2009 meeting.

20. Potential to replace current Revenue Bonds with lower cost Municipal Bonds

Ms. Brake offered to explore the matter.

21. RCW 57.12.020, Absences from Meetings/Vacancies

Mr. Sheldon reminded the Board that if they are going to miss a meeting they need to notify the board. Ms. Brake reminded that absences can be excused.

22. January 19, 2009 Meeting

Per Resolution 01-2009 the next regular Board meeting will be held on January 19, 2009 at the meeting room of Pacific County Fire Protection District # 1, 26109 Ridge Ave, Ocean Park, Washington. Mr. Berlien recommended that staff prepare the agendas and draft resolutions.

Correspondence

None

Public Comment

Mr. Tate, President of North Beach Public Development Authority, presented the Board of North Beach Water District with a golden key to the utility. Photos were taken.

Executive Session if Necessary, No action to be taken

None

Adjourn

President Mr. Sheldon moved to adjourn the meeting at 6:55pm. Ms. Brake seconded the motion.


Discussion: None

Ayes: Ms. Brake, Mr. Sheldon

Nays: None

Abstain: None

Absent: Mr. Williams


Brian Sheldon, President


Gwen Brake, Secretary

