



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

The Regular Meeting of the Board of Commissioners of North Beach Water District was held at 6:00 p.m., **Monday, February 27, 2012** at the office of North Beach Water District; 25902 Vernon Avenue, Suite D, Ocean Park, Washington.

I. **Call to Order:**

Commissioner Williams called the Regular Meeting of the Board of Commissioners of North Beach Water District to order at 6:02 p.m.

II. **Roll Call:**

Commissioners Present:

R.D. Williams
Brian Sheldon

Commissioners Absent:

Gwen Brake

Staff Present:

William Neal, General Manager
Tami Herman, Utility Billing Clerk

Others Present:

George Miller, Martin Halvorsen, Glenn Ripley, Curt Stephens & Robert Hunt
(NBWD Crew Leader)

III. **Adopt Agenda:**

Commissioner Williams made a motion to adopt the Agenda as presented.

Commissioner Sheldon seconded the Motion.

Commissioner Williams called for a vote:

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake

IV. **Public Comment.**

No one in attendance presented comments.

V. **Action Items:**

A. **Consideration of Lien Filing**

Commissioner Sheldon moved to approve the lien filing request as presented by staff for Parcel # 7601800008. Commissioner Williams seconded the Motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake



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

B. Approval of Meeting Minutes – December 19, 2011; January 23, 2012; January 30, 2012; February 23, 2012

Commissioner Sheldon moved to accept the Regular Meeting Minutes of December 19, 2011 as presented. Commissioner Williams seconded the Motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake

Commissioner Sheldon moved to accept the Special Meeting Minutes of January 30, 2012 as presented. Commissioner Williams seconded the Motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake

The Minutes of January 23, 2012 and February 23, 2012 were tabled pending review.

C. Resolution 08-2012 – Operations & Reserve Accounts

Discussion of Resolution 08-2012 as presented. A question from public regarding security of the funds once on deposit in the County Treasurer's coffers; Commissioners directed GM Neal to make further inquiries.

Statement for the Record - Commissioner Williams

Would like GM Neal to sit with the Bank's Manager to inform the bank of the District's plans & actions

Commissioner Sheldon moved to table Resolution 08-2012 pending further clarification. Commissioner Williams seconded the Motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake

D. Resolution 09-2012 – Compensation Policy

Discussion of Resolution 09-2012 as presented. Commissioners directed GM Neal to make further inquiries and gain further clarification as well as obtain and present updated comparison information.

Commissioner Sheldon moved to table Resolution 09-2012, Commissioner Williams seconded the Motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake



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

VI. Discussion Items:

A. Washington State Auditor's Report

The findings and final review of the Accountability Audit and Financial Statements Audit for 2009-2010 were presented to the Board.
Discussion followed.

B. Drinking Water State Revolving Fund Request

GM Neal presented a copy of an inquiry and request submitted to the DWSRF Loan Program. Discussion followed.

Statement for the Record - Commissioner Sheldon

He is not comfortable entertaining the idea of acquiring more debt.

C. Surfside LOSS Update

GM Neal presented a copy of a letter submitted to the Resort Manager at Surfside Inn. Discussion Followed.

Statement for the Record - Commissioner Sheldon

He is very hesitant to enter into any situation that involves a sewer system without going back to the voter's approval.

Commissioner Sheldon moved to stop all action and discussion with regards to the LOSS program at Surfside. Commissioner Williams seconded the Motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake

VII. General Manager's Report:

A written GM Report was not submitted – Verbal report on the Unidirectional Flushing Program and success to date. 2" spurs remain a problem with 2012 future plans to install blow-offs

VIII. Budget to Date:

A written Budget to Date has not been created due to the Office Manager vacancy

IX. Board Member Comments:

- A. Commissioners would like to have individual email addresses and Notepads/Netbook for District business.



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

- B. Commissioner Williams would like the scope of the directive to GM Neal (from the Special Meeting held on February 23, 2012) regarding the development the Board Member Rules, Guidelines & Regulations; General District Policies & Procedures which would assist with the functionality of the Board, the District & its employees.

Commissioner Williams moved to direct GM Neal to make the contacts with Rod Kaseguma, Enduris (Cheryl Brandt) and a 3rd Party Agent to assist/consult with regards to developing the Board Member Rules, Guidelines & Regulations; General District Policies & Procedures and assisting with the functionality of the Board
Commissioner Sheldon seconded the motion.

Aye:	2	Commissioner Williams and Sheldon
Nay:	0	None
Abstain:	0	None
Absent:	1	Commissioner Brake

- C. Commissioner Sheldon would like to review the rules on Executive Session to ensure compliance.
- D. Commissioner Sheldon would like the Board to discuss and consider any future activities around the subject of sewer systems and take a position on the matter. Commissioner Sheldon further added that he would like the District to take the position that it [the District] will not take any actions on sewer systems without going back to the approval by the public for a vote.

X. **Executive Session:**
Executive Session was not held

XI. **Future Agenda Items:**
None were stated

XII. **Adjournment:**
Commissioner Williams declared the meeting adjourned at 7:20 PM.



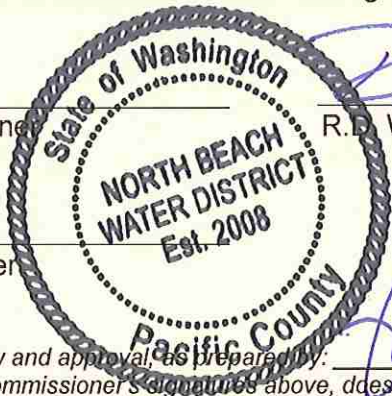
Brian Sheldon, Commissioner

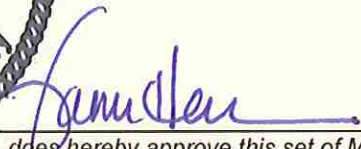


R.D. Williams, Commissioner



Gwen Brake, Commissioner



Respectfully submitted for review and approval as prepared by: 
Bear witness to reference the Commissioner's signatures above, does hereby approve this set of Minutes to become an Official Record of the North Beach Water District on:

MARCH 19, 2012