



## 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, March 19, 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 6:00 p.m.

### II. Roll Call:

Commissioners Present:

R.D. Williams  
Gwen Brake  
Brian Sheldon

Staff Present:

William Neal, General Manager  
Tami Herman, Utility Billing Clerk

Others Present:

Shelly Flementis, Renee Goodin, Russ Porter, Mike Johnson, Glenn Ripley & Robert Hunt (NBWD Crew Leader)

### III. Adopt Agenda:

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

Commissioner Brake seconded the Motion.

Commissioner Williams called for a vote:

Aye:	3	
Nay:	0	None
Abstain:	0	None

### IV. Public Comment.

No one in attendance presented comments.

### V. Action Items:

#### A. Consideration of Lien Satisfaction Filing

Commissioner Sheldon moved to approve the lien satisfaction filing request as presented by staff for Parcel # 75016000482 and move the balance due as "Bad Debt". Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None



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### B. Consideration of Lien Satisfaction Filing

Commissioner Sheldon moved to approve the lien satisfaction filing request as presented by staff for Parcel # 750004003001; with a "Paid in Full" status.

Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None

### C. Approval of Meeting Minutes – January 11, 2012 (SM); January 23, 2012 (RM); February 23, 2012 (SM) & February 27, 2012 (RM)

Consensus of the Commissioners to Table the Minutes from the Special Meeting held January 11, 2012, as the audio recording was incomprehensible.

Commissioners asked Mr. Ripley for copies of his notes from the meeting. GM Neal to follow up next meeting.

Commissioner Sheldon moved to accept the Regular Meeting Minutes of January 23, 2012 with a spelling correction. Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None

Commissioner Sheldon moved to accept the Special Meeting Minutes of February 23, 2012 as presented. Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None

Commissioner Sheldon moved to accept the Regular Meeting Minutes of February 27, 2012 as presented. Commissioner Williams seconded the Motion.

Aye:	2	Commissioners Williams & Sheldon
Nay:	0	None
Abstain:	0	Commissioner Brake (Absent @ prior meeting)

### C. Resolution 08-2012 – Operations & Reserve Accounts

Discussion of Resolution 08-2012 as presented. Shelly Flementis & Renee Goodin (Pacific County Treasurer) read through the Resolution by paragraph and answered questions as posed by the Commissioners.

Commissioner Sheldon moved to accept Resolution 08-2012 as presented.

Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None



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### D. Resolution 09-2012 – Compensation Policy

Discussion of Resolution 09-2012 as presented with review of updated table of comparisons.

Commissioner Brake moved to approve Resolution 09-2012 with a two-point-five percent (2.5%) Cost of Living Increase retroactive to January 1, 2012 for all employees. GM Neal waived a request to increase. Commissioner Sheldon seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None

### E. District Expenses -

Commissioner Sheldon moved to authorize payment of District Expenses as presented. Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None

## VI. Discussion Items:

### A. Report & Presentation – Filtration Evaluation Project

**by Gray & Osborne Associates - Mike Johnson & Russ Porter**

Power Point & written report encompassing the Filtration Evaluation Project from inception, through testing methods and suggested areas to improve; Discussion followed; GM Neal was directed by the Board to obtain an estimate for further studies to include the South Well Field.

### B. Consumer Confidence Report

GM Neal presented a copy of the CCR as prepared by Ellen Winningham of *Environmental Management Consultants NW*; Discussion followed. GM Neal requested the Board to approve this report for 2012 distribution.

Commissioner Sheldon moved to approve and authorize distribution of the CCR as presented. Commissioner Brake seconded the Motion.

Aye:	3	
Nay:	0	None
Abstain:	0	None

### C. Commissioner's Electronic Communications

GM Neal presented a copy of a reply/report from an MRSC Legal Consultant regarding electronic communications. GM Neal offered as a solution an HP Mini 210 Netbook; Discussion Followed. Commissioner's request other options investigated including items that come with a case and other manufacturers.



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**VII. General Manager's Report:**

A written GM Report was submitted detailing the flushing program to date, sales comparison to date and general maintenance details on each well field.

**VIII. Budget to Date:**

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

**IX. Executive Session:**

Commissioner Williams called for adjournment at 8:25 p.m. to enter into Executive Session until 8:50 p.m. Commissioner's exited Executive Session at 8:50, declaring five (5) additional minutes were needed. Commissioners exited and closed the Executive Session at 8:55 p.m.

Report – Commissioners authorized GM Neal to solicit commercial appraisals on two (two) pieces of property

**X. Board Member Comments:**

None were stated


**XI. Future Agenda Items:**

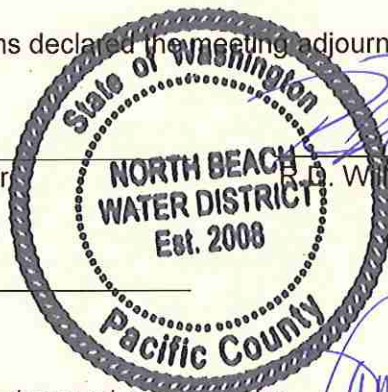
None were stated


**XII. Adjournment:**


Commissioner Williams declared the meeting adjourned at 9:02 PM.

  
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Brian Sheldon, Commissioner

  
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Gwen Brake, Commissioner



  
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B. Williams, 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:

April 16, 2012