



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

A regular meeting of the Board of Commissioners of North Beach Water District was held at 6:00pm, Monday, April 19, 2010 at the meeting room of Pacific County Fire District #1, 26109 Ridge Ave, Ocean Park, Washington

I. Call to order:

Commissioner Brake called the regular meeting of the Board of Commissioners of North Beach Water District to order at 6:00pm.

II. Roll call:

Commissioners present:

Gwen Brake
Brian Sheldon
R.D. Williams

Commissioners absent:

None

Staff present:

Michael Berlien, General Manager
Tia Crisifulli, Office Manager

Others present:

Neal Emond

III. Adopt agenda:

Mr. Williams moved to adopt the agenda as presented. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

IV. Public comment:

Mike Karvia, division chief of training with Pacific County Fire District #1, requested that the Fire District be informed of the next scheduled flushing so that the District could get some training and also possibly perform some flow tests. Mr. Karvia also asked if it would be possible to be provided with a map that shows the location of the hydrants and their rate of flow.

V. Action items:

A. Approval of minutes (March 15, 2010).

Mr. Williams moved to approve the minutes of March 15, 2010 as presented. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None



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Abstain: None

Absent: None

B. Consideration of approval of liens against properties with delinquent accounts and/or satisfaction of liens.

Mr. Williams moved to authorize the recording of the liens and lien satisfactions as presented by staff. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

C. Participation in Community Emergency Response Team May 7th, 8th, & 15th, 2010 in Raymond, WA.

After discussion, Commissioners instructed Mr. Berlien to check with staff to see if there were any staff members interested in participating.

D. Employee health insurance renewal.

Mr. Berlien advised that the dental insurance policy is up for renewal in April 2010. The current policy will see a rate increase of about 6%. Mr. Berlien recommended changing to Option 4 which would be a decrease of about 5.8%.

Mr. Sheldon made a motion to switch the District's dental insurance coverage to Group Link Option 4 as listed on the spreadsheet provided by Employee Benefits Planning, LLC. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

E. Consideration of surplus equipment bids.

BIDDER	1994 Ford Ranger	Caterpillar Generator
Jason Crisifulli	\$307.00	-
Ken Carlson	\$501.00	\$122.00

After the sealed bids were opened, Mr. Williams made a motion to award the items to the highest bidder. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: Mr. None



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F. Consideration Vulnerability Assessment and Hazardous Mitigation Plan proposal by Gray & Osbourne.

Mr. Berlien advised that in February the Commissioners approved issuing an RFP for a Vulnerability Assessment and Hazardous Mitigation Plan. There were two responses to the RFP; however one did not meet the deadline or the minimum qualifications. Gray and Osbourne's cost proposal is \$30,000. Our annual budget for the project is \$17,025. Mr. Berlien advised that the District is required to have the Vulnerability Assessment but currently is not under an enforcement order. Mr. Williams expressed concerns that we had only received one qualified response. In addition, Pacific County is currently working on a stimulus funded mitigation plan that would include the District. Mr. Berlien advised that while the District is included in the County's plan, he feels a more in-depth assessment needs to be done and that in working with the County we were lacking data that would be generated by the Vulnerability Assessment. Mr. Berlien feels at the very least we should perform the Vulnerability Assessment this year and will shop the cost for only this aspect.

After further discussion, Mr. Williams made a motion to table the discussion until the next meeting. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

G. Consideration of 2010 Consumer Confidence Report (CCR).

Mr. Sheldon pointed out the water quality table was label North Beach Public Development Authority. Staff amended the report to read North Beach Water District.

Mr. Williams made a motion to adopt and distribute the 2010 Consumer Confidence Report as amended. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

H. District Expenses for March 2010.

Ms. Brake made a motion to approve District expenses in the amount of \$59,599.76. Mr. Williams seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

VI. Discussion items:



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A. FISH low income assistance program agreement.

Mr. Berlien presented the Commissioners with a draft service agreement to be presented to FISH for their approval. Commissioners approved the draft agreement.

B. Set special meeting date for continuation of mainline extension discussions.

After a review of the Commissioner's availability, it was decided to hold a special meeting on April 10, 2010 at 6:00pm at North Beach Water District office.

C. RFP for automated meter reading (AMR) water meters.

Mr. Berlien advised this would bring in bids to convert the smallest meter reading route over to AMR. Then based on the results, we would look at converting the entire system overtime. After discussion, Commissioners approved issuing the RFP for AMR water meters.

VII. General Manager's report:

Mr. Berlien reported that the new generator was installed and operational. The Katolight generator had a transfer switch malfunction that the electrician is troubleshooting. Bids are being acquired for an ozone machine that needs to be replaced. The installation of the fire suppression service at the Ocean Park School is complete. Bromate results for March 2010 were high but the District is still in compliance. There was a 4" line break on 220th Place.

VIII. Board member comments.

Ms. Brake highlighted a Chinook Observer letter from the readers that complimented North Beach Water District.

Mr. Williams provided a copy of the Washington States Satellite System Management Agency program and encouraged the District to make application. This program would allow the District to take over management of or acquire small water systems in the area.

Mr. Williams advised that he has been looking into refinancing the Cashmere Valley Revenue Bond. Under current market conditions, we could see a drop in the APR. With the Boards permission, he will test 4 or 5 lenders to see what is available.

Mr. Williams questioned what the final resolution was on the mobile home frame. Mr. Sheldon advised that he had sent out an email regarding the frame after last month's meeting and if it is the will of his fellow Commissioners the District may come over and scrap the frame. After additional discussion, Mr. Williams made a motion to adjourn the meeting. This motion died for a lack of a second. Ms. Brake made a motion that Mr. Sheldon be allowed to work with Mr. Berlien to resolve the issue in a way they see fit. This motion died for a lack of a second. Mr. Williams departed from the meeting at 7:40pm. After further discussion, the Board directed Mr. Sheldon and Mr. Berlien to have the mobile home frame scrapped.

CHAIR REQUESTED

BRS
[Signature]

IX. Future agenda items



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This agenda item was skipped.

X. Adjournment

Mr. Sheldon moved to adjourn the regular meeting of the Board of Commissioners of North Beach Water District at 7:50pm. Mr. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Sheldon

Nay: None

Abstain: None

Absent: Mr. Williams

Handwritten signature of Brian Sheldon in blue ink.

Brian Sheldon, Commissioner

R.D. Williams, Commissioner

Handwritten signature of Gwen Brake in blue ink.

Gwen Brake, Commissioner