



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, May 17, 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
John Powell, Accountant

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:

None

V. Action items:

A. 2009 Annual Financial Report.

Mr. Powell reviewed with the Commissioners the 2009 Annual Financial Report, highlighting the District's financial standing and changes in reporting this year.

Mr. Williams moved to approve 2009 Annual Financial Report as present by Mr. Powell. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None



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

Abstain: None
Absent: None

B. Approval of minutes (April 12, 2010 and April 19, 2010).

Mr. Williams moved to approve the April 12, 2010 special meeting minutes as presented. Ms. Brake seconded the motion.

Discussion: None
Aye: Ms. Brake, Mr. Williams
Nay: None
Abstain: Mr. Sheldon
Absent: None

Mr. Sheldon moved to approve the April 19, 2010 regular meeting minutes as presented. Ms. Williams seconded the motion.

Discussion: Mr. Williams had concerns that the issue with the mobile home frame was never properly resolved. After discussion, the last sentence in the last paragraph of section VIII was revised to read "After further discussion, the chair requested Mr. Sheldon and Mr. Berlien to have the mobile home frame scrapped." Mr. Sheldon accepted the amendment as part of his motion.

Aye: Ms. Brake, Mr. Sheldon
Nay: None
Abstain: Mr. Williams
Absent: None

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

Staff advised the Commissioners that payment had been received from one of the customers and therefore no lien would be recorded.

Mr. Sheldon moved to authorize the recording of liens and lien satisfactions as revised by staff. Mr. Williams seconded the motion.

Discussion: None
Aye: Ms. Brake, Mr. Sheldon, Mr. Williams
Nay: None
Abstain: None
Absent: None

D. Consideration of Vulnerability Assessment and Hazardous Mitigation Plan proposal by Gray & Osborne.

Mr. Berlien reviewed the memo he had put out regarding the budgeted amount for this project, the Sandia Methodology, distribution of the RFP, and the cost to do a Vulnerability Assessment without the Hazardous Mitigation Plan. Afterwards, Mr. Berlien advised the board award bid to Gray and Osborne to perform the Vulnerability Assessment. Having the Vulnerability Assessment done would bring the District into compliance with EPA.



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

Mr. Williams provided Security Vulnerability and Self Assessment program information from Evergreen Rural Water. Mr. Berlien advised that he sees District expending a substantial amount on security and feels having the backing of a consultant would be beneficial. It was decided that no action would be taken on awarding the bid for a Vulnerability Assessment until after a review of the Security Vulnerability and Self Assessment program.

Mr. Williams made a motion to table any decision on the proposal from Gray and Osborne and request that staff review the Evergreen Rural Water Vulnerability Assessment program. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

E. FISH low income assistance program agreement.

Mr. Berlien advised that he had not received a response back from FISH after sending them the approved contract.

F. Consideration of ozone machine replacement.

Mr. Berlien advised that replacement of an ozone machine was budgeted this year. After review of the received quotes, Mr. Berlien recommended purchase of the O3 Systems Plasma 30 with a cost not to exceed \$6,075 plus tax and freight.

Mr. Williams made a motion authorizing staff to purchase an O3 Systems Plasma 30 ozone machine. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

G. District Expenses for April 2010.

Mr. Williams made a motion to approve payment of District expenses in the amount of \$65,650.99. Mr. Sheldon seconded the motion.

Discussion: None

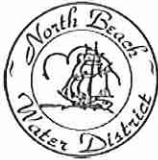
Aye: Ms. Brake, Mr. Sheldon, Mr. Williams

Nay: None

Abstain: None

Absent: None

After approval, Commissioners requested changes to the monthly financial statements provided for their information. Based on the Commissioners' request, staff will provide the Budget to Date report and the Water Rate Study on a monthly basis. The full packet will be provided on a quarterly basis. In addition, receipt of the financial statements will be added to action items on the agenda for the regular monthly meetings.



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

VI. Discussion items:

A. Satellite system management of nearby small water systems.

Mr. Berlien advised the Commissioners on the process to sign up for this program. On being approached to run or manage a system, the board would need to decide on the service it could offer and the costs associated with offering the service.

Mr. Williams made a motion to authorize staff to proceed with completing the Satellite System Management application and submit it to DOH for processing. Ms. Brake seconded the motion.

Discussion: Mr. Sheldon wished to make sure that taking over management for a system was done on a case by case basis.

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

Nay: None

Abstain: None

Absent: None

B. Review of Commissioners' compensation Resolution 02-2008.

After a review of Resolution 02-2008 and the Office of Financial Management Notice of Water-Sewer District Board Member Dollar Threshold Adjustment, Commissioners instructed staff to begin compensating Board Member at the rate of \$104 per day for attendance at official meetings of the District Commissioners or in the performance of other official services or duties on behalf of the District.

C. Flushing, hydrants, and fireflow.

Mr. Williams requested a joint meeting of North Beach Water District with Pacific County Fire District to further discuss hydrant placement, fireflow, and flushing. Mr. Williams feels this is an important step in building a better working relationship with the fire district. After discussion, Commissioners agreed to a meeting on June 7, 2010 at 6:00pm at the North Beach Water District office.

D. WASWD conference wrap-up.

Ms. Brake did a quick rundown of WASWD 2010 Spring Conference. Ms. Brake was thrilled with the idea of GIS. Ms. Brake also spoke about franchise agreements and changes to handling board meeting motions. Ms. Brake passed out a packet on ethics and public meetings from the WASWD Commissioners Workshop in January.

E. SCADA

Mr. Berlien advised that installation of SCADA should correspond with the installation of other well field components. First, will be the installation of a treatment plant at the South Well Field. At that time, we will look into installing a component of SCADA at the South Well Field. Next, will be replacement of the North Well Field booster pumps. This will include either a standalone SCADA component or a data link to the South Well Field. Then we will work on automating



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

the North Well Field wells and treatment plants. Ms. Brake requested a timeline of the installation of the components. Mr. Sheldon wanted to also see data on how this fits into the Rate Study.

F. Summer main looping schedule.

Mr. Berlien advised the Commissioners of 4 looping projects for the summer. One will be the completion of the Sandridge Road extension. Second, would be connections at 240th Place and Birch that would loop 4 dead end lines, installation of a hydrant, and installation of a tee for future connection of the Rushlight area with Ridgewood. Third, would be U Street and 242nd Street that would connect an existing 4" water main to an existing 2" water main and finally, a connection from Bay Avenue south to Z Street.

VII. General Manager's report:

Mr. Berlien reported that the auto dialer is installed. Staff has rebuilt the three way valves at the treatment plant. There was a problem with the transfer switch for one of the generators. It is still being worked on.

VIII. Board member comments.

Mr. Sheldon expressed concerns over the quality of work provided by EC Power based on information he received from an acquaintance.

IX. Future agenda items

This agenda item was skipped.

X. Adjournment

Mr. Williams moved to adjourn the regular meeting of the Board of Commissioners of North Beach Water District at 8:18pm. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

Handwritten signature of Brian Sheldon in blue ink.

Brian Sheldon, Commissioner

Handwritten signature of R.D. Williams in blue ink.

R.D. Williams, Commissioner

Handwritten signature of Gwen Brake in blue ink.

Gwen Brake, Commissioner