

## 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, June 21, 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:

Glenn Ripley

**III. Adopt agenda:**

Mr. Sheldon moved to adopt the agenda as presented. Mr. Williams 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. Approval of minutes (May 10, 2010 and May 17, 2010).**

Mr. Williams moved to approve the May 10, 2010 special meeting minutes as presented. Mr. Sheldon seconded the motion.

Discussion: None

Aye: Ms. Sheldon, Mr. Williams

Nay: None

Abstain: Ms. Brake

Absent: None



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

---

Mr. Williams moved to approve the May 17, 2010 regular meeting minutes as presented. Ms. Sheldon seconded the motion.

Discussion: None

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

Nay: None

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 liens and lien satisfactions as presented by staff. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

### **C. Consideration of Resolution 03-2010 – Low-income installation agreement.**

Mr. Williams moved to adopt Resolution 03-2010 – Low-income installation agreement. Mr. Sheldon seconded the motion.

Discussion: Mr. Berlien provided a brief rundown of the program. After discussion, the Commissioners amended attachment "B" section 3.2 by removing subsection "a". The amendment was accepted as part of the original motion to adopt Resolution 03-2010.

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

Nay: None

Abstain: None

Absent: None

### **D. Consideration of Resolution 04-2010 – Low-income assistance program.**

Mr. Williams moved to adopt Resolution 04-2010 – Low-income assistance program. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

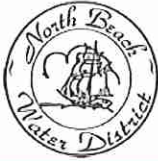
### **E. Consideration of Vulnerability Assessment and Hazardous Mitigation Plan proposal by Gray & Osborne.**

Mr. Williams made a motion to table indefinitely the Vulnerability Assessment and Hazardous Mitigation Plan proposal from Gray and Osborne. 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

### F. Consideration of Resolution 05-2010 – Small works roster update.

Mr. Berlien advised that this update was issued in light of changes made to the small works roster laws. Mr. Kaseguma put together this resolution that includes new language to address the changes in the regulations and upon approval staff will proceed with implementing the changes.

Mr. Williams made a motion to adopt Resolution 05-2010 – Small works roster update. 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 \$76,532.87. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None

### H. Budget-to-date.

Mr. Williams made a motion to receive and file the financial statements provided by staff. Mr. Sheldon seconded the motion.

Discussion: None

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

Abstain: None

Absent: None

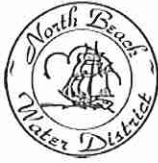
## VI. Discussion items:

### A. Sole source aquifer.

Mr. Berlien advised there are areas in the application where the Commissioners might want to consider bringing in a consultant with the necessary expertise. Mr. Sheldon asked that Mr. Berlien provide a breakdown of the areas that will require the use of a consultant.

### B. Timeline for capital projects.

Mr. Berlien provided the Commissioners with a timeline for completion of capital projects and reviewed with the Commissioners the list of projects and the estimated time of commencement. Additional discussion ensued regarding individual projects. After discussion of the Birch water main project between 236<sup>th</sup> and 240<sup>th</sup> Place, staff was directed to issue an RFP for surveying the right of way.



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

---

### **C. Commissioners' Rules of Procedures.**

Mr. Berlien advised that this was a draft policy for the Commissioners review and consideration. This discussion item will carry over to the next regular meeting agenda.

### **D. What to do with three lots located at 2703 & 2707 252<sup>nd</sup> and Lot 1 U St. and 272<sup>nd</sup> Place.**

Mr. Berlien advised that the three lots are currently sitting vacant with no foreseen use over the next 5 years and should the Commissioners see fit these lots could be leased and bring in revenue. This discussion item was tabled until a later date.

### **E. Rushlight pipeline problems.**

Mr. Berlien advised that valves need to be installed in the Rushlight area. In order to install valves, the District will either need to shut down all of Rushlight, issue a boil water advisory, and cut in the valves or the more expensive method would be to install insertion type valves that are installed while the line is hot. After discussion, the Commissioners directed staff to proceed with getting the valves installed without shutting down the system.

### **VII. General Manager's report:**

Mr. Berlien reported that the compressor was repaired and is working, the new ozone machine is installed and operating, the auto-dialer worked as designed during the fire on the 14<sup>th</sup> of June, and that the Bromate results were good for this month.

### **VIII. Board member comments.**

Mr. Williams inquired on the Satellite System Management. Mr. Berlien advised that the application had been submitted. In addition, Mr. Williams expressed concern over the excessive use of the trailer to haul trees and brush to the South Well Field to burn. Mr. Sheldon advised that we may need a clearing permit for the work that is being done at the North Well Field. Mr. Williams also expressed concerns over the use of the backhoe to haul gravel to work sites.

### **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 pm. Ms. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Absent: None



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

---

A handwritten signature in blue ink, appearing to read "Brian Sheldon", written over a horizontal line.

Brian Sheldon, Commissioner

A handwritten signature in blue ink, appearing to read "R.D. Williams", written over a horizontal line.

R.D. Williams, Commissioner

A handwritten signature in blue ink, appearing to read "Gwen Brake", written over a horizontal line.

Gwen Brake, Commissioner