

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

A special meeting of the Board of Commissioners of North Beach Water District was held at 6:00 p.m., Thursday, September 15, 2011 at the office of North Beach Water District; 25902 Vernon Avenue, Suite D, 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 6:00 p.m.

II. Roll call:

Commissioners present:

Gwen Brake
Brian Sheldon

Commissioners absent:

R.D. Williams

Staff present:

William Neal, General Manager
Tia Crisifulli, Office Manager

Others present:

Robert Hill, Sr.; Robert Hill, Jr.

III. Adopt agenda:

Discussion of the Hill easement was move up for discussion after approval of the meeting minutes. Approval of the August 15, 2011 minutes was removed. Resolution 14-2011 was removed from the agenda.

No motion was made to adopt the agenda. Commissioner Brake called for a vote and it passed unanimously.

Aye: Commissioner Brake and Sheldon

Nay: None

Abstain: None

Absent: Commissioner Williams

IV. Public comment.

No comments pertaining to North Beach Water District.

V. Action items:

**A. Approval of meeting minutes – May 16, 2011; June 20, 2011; June 23, 2011;
July 18, 2011; September 3, 2011**

Commissioner Brake moved to accept the meeting minutes as presented.

Commissioner Sheldon seconded the motion.

Aye: Commissioner Brake and Sheldon

Nay: None

Abstain: None

Absent: Commissioner Williams



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B. Condition of Hill easement.

After discussion, staff was directed to get an engineering estimate to relocate the existing 6" water line that through an easement running through tracts 9 and 10 of Rushton on the Bay in a north south direction.

Commissioner Sheldon moved that no charges be billed to the Robert Hill, Jr. for the water main break that occurred in the easement running north south along the fence line of tracts 9 and 10 of Rushton on the Bay. Commissioner Brake seconded the motion.

Aye: Commissioner Brake and Sheldon
Nay: None
Abstain: None
Absent: Commissioner Williams

C. Resolution 12-2011 – Rules: definitions, service connections, and connection fees.

After discussion, it was decided to table this resolution.

D. Resolution 13-2011 – Meetings of the Board of Commissioners

Commissioner Sheldon moved to adopt Resolution 13-2011 amending the regular meeting of the Board of Commissioners of North Beach Water District.

Commissioner Brake seconded the motion.

Aye: Commissioner Brake and Sheldon
Nay: None
Abstain: None
Absent: Commissioner Williams

E. District Expenses.

Commissioner Sheldon moved approve District expenses in the amount of \$70,425.41. Commissioner Brake seconded the motion.

Aye: Commissioner Brake and Sheldon
Nay: None
Abstain: None
Absent: Commissioner Williams

VI. Discussion Items:

A. Statement of Qualifications – schedule interviews

The General Manager advised the Commissioners of the three engineering firms that should be interviewed for the treatment plant study. Commissioner Williams will participate in the interview.

B. Unidirectional flushing program progress report.

The General Manager advised the Commissioners that the flushing program design should be completed and delivered to the District by October 5, 2011.

C. RCAC – Skip Rand; rate study progress report.



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The General Manager advised the Commissioners that Skip Rand provided staff with a report on the rate study. Staff will be reviewing the data provided over the next couple of weeks.

D. Veitenheimer shared water service

This item was discussed under item 5C.

E. Resolution 14-2011 – Oysterville Water agreement.

Commissioner Brake moved to add the consideration of Resolution 14-2011 back onto the agenda. Commissioner Sheldon seconded the motion.

Aye: Commissioner Brake and Sheldon

Nay: None

Abstain: None

Absent: Commissioner Williams

The Board of Commissioners chose to add this item back onto the agenda. After discussion, Commissioner Sheldon moved to adopt Resolution 14-2011 entering into an agreement with Oysterville Water NP Corp to provide assistance. Commissioner Brake seconded the motion.

Aye: Commissioner Brake and Sheldon

Nay: None

Abstain: None

Absent: Commissioner Williams

VII. General Manager's report.

The General Manager reviewed with the Board of Commissioners the written operations report. Additionally, the Commissioners were advised of the PERS rate increase, the office closure on September 20th for the Social Security/PERS education, and the October 4th 218 Referendum vote.

Also discussed was the District's credit card policy. The General Manager advised the Board of Commissioners that the current American Express card held by the Business Manager was still issued to the N.B.P.D.A and had a credit limit of \$25,000 which was not in line with the policy. The Board of Commissioners instructed staff to cancel the current card and apply for a new American Express card with a credit limit of \$5,000 to be issued to the Business Manager. It was the decision of the Commissioners not to have cards issued for Board members.

VIII. Executive Session.

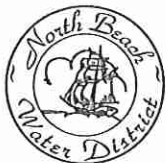
There were no items to be discussed in executive session.

IX. Board member comments.

None.

X. Future agenda items.

Commissioner Sheldon asked to revisit the permanent disconnect fee structure and also to look at the policy on transferring services to tenants.



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XI. Adjournment

Commissioner Sheldon moved to adjourn the regular meeting of the Commissioner of North Beach Water District at 9:03 p.m. Commissioner Brake seconded the motion.

Aye: Commissioner Brake and Sheldon

Nay: None

Abstain: None

Absent: Commissioner Williams

A handwritten signature in blue ink, appearing to read "Brian Sheldon".

Brian Sheldon, Commissioner

A handwritten signature in blue ink, appearing to read "R.D. Williams".

R.D. Williams, Commissioner

A handwritten signature in blue ink, appearing to read "Gwen Brake".

Gwen Brake, Commissioner