



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

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A regular meeting of the Board of Commissioners of North Beach Water District was held at 6:00pm, Monday, September 20, 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

R.D. Williams

Commissioners absent:

Brian Sheldon

Staff present:

Michael Berlien, General Manager

Tia Crisifulli, Office Manager

Others present:

Neal Emond, Glenn Ripley

**III. Adopt agenda:**

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

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

**IV. Public comment:**

None.

**V. Action items:**

**A. Approval of minutes (August 2, 2010 and August 16, 2010).**

Mr. Williams moved to approve the August 2, 2010 special meeting minutes and the August 16, 2010 regular meeting minutes as presented. Ms. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon



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### **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. Ms. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

### **C. Consideration of representation at the 2010 IACC Conference, October 20 – 22, 2010 in Wenatchee, Washington.**

After discussion, Mr. Williams made a motion that he attends the 2010 IACC Conference. Ms. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

### **D. District Expenses for August 2010.**

Mr. Williams made a motion to approve payment of District expenses in the amount of \$56,184.96. Ms. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

### **E. Budget-to-date.**

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

Discussion: None.

Aye: Ms Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

## **VI. Discussion items:**

### **A. Update on 264<sup>th</sup> Place and R Street pipeline project.**

Mr. Berlien advised that materials were on hand and engineering was at 75% with expectations of engineering being 100% complete by the end of the week. Once the engineer drawings are complete they will be submitted to the County and State for approval.

### **B. Sole source aquifer.**



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Mr. Berlien provided a draft letter to USGS asking that they review the report done in 1985 and possibly update it. Upon review, Commissioners requested a few changes to the wording of the letter after which it will be signed by Ms. Brake.

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

Mr. Williams made a motion to adopt the Commissioners' Rules of Procedure. Ms. Brake seconded the motion.

Discussion: Ms. Brake requested the removal of all references to vice president.

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

### **D. Community Disaster Preparedness Fair.**

Mr. Berlien advised that the District will be participating in the Disaster Preparedness Fair on September 25, 2010. The District will be providing information on winterization and leak detection along with handing out toilet leak detection dye tablets.

### **E. Polyphosphate for iron removal in distribution system.**

Mr. Berlien advised that polyphosphate could be added to the water in an attempt to keep the iron build up on the inside walls of the pipe bonded on the pipe walls. This would be a post treatment additive. Mr. Berlien will compile additional information for the Commissioners to review as they consider the option of adding a polyphosphate into the water to address color issues.

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

Mr. Berlien reported total trihalomethane and haloacetic acids samples came back non-detect. Water demands were lower than expected during Rod Run weekend. Mr. Berlien advised the installation of blow-offs at 234<sup>th</sup> and 224<sup>th</sup> was completed.

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

Mr. Williams expressed interest in how gravel would be distributed at the pipeline replacement project and feels that it would be beneficial for the District to utilize DPR to bring in rock for the pipeline project for 264<sup>th</sup> and R Street. Ms. Brake brought up the issue of GPS coordinates for fire hydrants. Mr. Berlien advised that Chief Brundage was working on that and that fire flow testing on hydrants will be done during line flushing in the fall. Additional discussion ensued on the use of scooters for meter reading.

### **IX. Future agenda items.**

None.

### **X. Executive Session – Pursuant to RCW 42.30.110(i)(A) – one case, ten minutes, action expected.**

Commissioners adjourned into executive session at 6:58pm. Commissioners came out of executive session at 7:03pm.





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### XI. Report on Executive Session.

Mr. Williams made a motion to deny the Hopkins claim filed against the District. Ms. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

### XII. Adjournment

Mr. Williams moved to adjourn the regular meeting of the Board of Commissioners of North Beach Water District at 7:03 pm. Ms. Brake seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: None

Absent: Mr. Sheldon

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