



## 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, October 19, 2009 at the meeting room of Pacific County Fire Protection District #1, 26109 Ridge Ave, Ocean Park, Washington

**I. Call to order:**

Commissioner Sheldon 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  
Heather Reynolds, Legal Counsel (via telephone)

Others present:

Neal Emond

**III. Adopt agenda:**

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

Discussion: None

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

Nay: None

Abstain: None

**IV. Public Comment:**

None.

**V. Action items:**

**A. Approval of minutes (September 21, 2009 meeting).**

Ms. Brake moved to approve the minutes of September 21, 2009 as presented. Mr. Williams seconded the motion.

Discussion: None

Aye: Ms. Brake, Mr. Williams

Nay: None

Abstain: Mr. Sheldon

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



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Staff provided the Commissioners with a brief history of the proposed liens. Staff informed the Commissioners that each property owner of proposed liens is given thirty (30) days written notice prior to the lien being filed.

Mr. Williams moved to approve the recording of the presented liens against the property and satisfaction of lien. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

### **C. Consideration of Resolution 24-2009 regarding support of the Pacific County All Hazard Mitigation Plan.**

Mr. Berlien explained how support of the Pacific County Hazard Mitigation Plan would affect the District. By participating in and supporting the Plan, the District would have access to FEMA mitigation funds when they become available. Further discussion ensued on the District's mitigation considerations and emergency preparedness.

Mr. Williams moved to adopt Resolution 24-2009 as presented. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

### **D. District Expenses for September 2009.**

Mr. Williams moved to approve District expenses in the amount of \$51,974.37. Ms. Brake seconded the motions.

Discussion: None

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

Nay: None

Abstain: None

## **VI. Discussion items:**

### **A. 2010 Draft Budget**

Mr. Berlien informed the Commissioners that the 2010 Draft Budget was for their review. A public hearing on the Budget would be held at the November 2009 Regular Board Meeting. After the public hearing and Commissioner input, the final draft would be presented to the Commissioners at the December 2009 Regular Board Meeting.

### **B. Sole Source Aquifer designation.**

Mr. Berlien requested input from the Commissioner as to information on population growth and land use for the North Beach Peninsula. The Commissioners provided several recommended contacts.



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**C. Voluntary contributions to assist low-income customers.**

After discussion by the Commissioners, staff was directed to gather information on how other local agencies administered their assistance programs.

**D. Service installation costs, mainline extensions, and reimbursements.**

Mr. Berlien notified the Commissioners that staff would be working over the next couple of months updating the Districts Rules and Regulations to better reflect the RCW's for water districts.

**E. North Wellfield generator.**

Mr. Berlien informed the Commissioners that based on input from the District's electrician; the North Wellfield should be able to run off the Katolight generator. The electrician is putting together a quote on the cost to connect additional wells to the generator. Further discussion ensued on how the current system is set up, how it performs, and estimated costs associated with replacing the motor on the Caterpillar D333 generator which broke during the power outage on September 23, 2009.

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

Mr. Berlien updated the Commissioners on the progress of the Sandridge Road line extension project.

**VIII. Board member comments.**

Ms. Brake provided information on conservation and rebate programs and requested that conservation programs remain as a discussion item on future meeting agendas until established.

Mr. Sheldon initiated a discussion on Automated Meter Reading (AMR). Mr. Berlien provided information on how AMR would benefit the District and the estimated cost associated with upgrading our current meters. More information will be forthcoming as the District addresses a meter replacement program next year.

**IX. Future agenda items**

Staff was instructed to provide Commissioners with analysis of the pros/cons of repairing/declaring as surplus the Caterpillar D333 generator as per discussion of agenda item 6E.

As per Ms. Brakes comment under agenda item 8, establishment of conservation and rebate programs is to be included on future meeting agenda. In addition, Ms. Brake request the establishment of a low-income assistance program remain as a discussion item on future agendas.

Mr. Williams requested staff look into a resolution for mandatory hookup to the District. Discussion ensued on the authority the District has to issue such a requirement and what effect said resolution would have. After discussion, Mr. Sheldon requested staff acquire information on current action being taken by the State of Washington and Pacific County regarding mandatory connections to water systems.



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**X. Executive Session – Pursuant to RCW 42.30.110(i)(A) – one case, thirty minutes, no action. (Martell v. NBWD)**

At 7:04pm, the Board of Commissioners adjourned into executive session, pursuant to RCW 42.30.110(i)(A). Ms. Reynolds, District Legal Counsel, joined via telephone. At 7:10pm the Board of Commissioners came out of executive session. No action was taken.

**XI. Adjournment**

Mr. Sheldon moved to adjourn the regular meeting of the Board of Commissioners of North Beach Water District at 7:11pm. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

Handwritten signature of Brian Sheldon in blue ink.

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Brian Sheldon, Commissioner

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

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R.D. Williams, Commissioner

Handwritten signature of Gwen Brake in blue ink.

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Gwen Brake, Commissioner