



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, November 16, 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

Others present:

None

III. Adopt agenda:

Ms. Brake requested the consideration of District expenses be moved from item VII-F to item IV due to the storm and intermittent power.

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

Discussion: None

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

Nay: None

Abstain: None

IV. District Expenses for October 2009.

Mr. Williams moved to approve District expenses in the amount of \$54,051.32. Ms. Brake seconded the motions.

Discussion: None

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

Nay: None

Abstain: None

V. Presentation on Draft 2010 Budget

Commissioners chose to forego the presentation.

VI. Public Hearing on Draft 2010 Budget.

Mr. Sheldon opened the Public Hearing on the Draft 2010 Budget at 6:03pm. Mr. Berlien reviewed with the Commissioners the data provided in the draft budget. The



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Commissioners provided input on how to fund capital expenses. In addition, the Commissioners discussed proposed capital replacements, low income assistance programs, and conservation programs. After discussion, the Public Hearing was closed at 6:37pm.

VII. Public Comment:

None.

VIII. Action items:

A. Approval of minutes (October 19, 2009 meeting).

Mr. Williams moved to approve the minutes of October 19, 2009 as presented. Mr. Sheldon 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.

Mr. Williams moved to approve the recording of the presented satisfaction of lien. Ms. Brake seconded the motion.

Discussion: Staff provided the Commissioners with a brief history on the proposed satisfaction of lien and advised that the satisfaction of lien will not be filed until payment is received.

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

Nay: None

Abstain: None

C. Consideration of Resolution 25-2009 regarding participation in the Washington State Deferred Compensation Program.

Mr. Berlien advised that in order to meet the terms of the General Manager's contract the District needed to enroll in a Deferred Compensation Program. Additionally, the program allows employees a taxed deferred avenue of retirement investment at no cost to the District.

Mr. Williams moved to adopt Resolution 25-2009 as presented. Ms. Brake seconded the motion.

Discussion: Ms. Brake expressed concern that the language of the resolution left the District vulnerable. After discussion on possible amendments to the resolution, no change was made.

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

Nay: None

Abstain: None

D. Consideration of award of small works roster project for North Wellfield Electrical Feeder.



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After discussion, staff was instructed to acquire the cost for overhauling the Cat generator and present information on overhauling/replacing the generator.

Mr. Williams moved to defer the awarding of the project until the next regular meeting. Mr. Sheldon seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

E. Consideration of Winter 2009 newsletter.

Mr. Sheldon proposed that the Commissioners approve the newsletter. Ms. Brake made editorial recommendations. Staff was given the go ahead to publish and distribute the newsletter after changes proposed by Ms. Brake were made.

IX. Discussion items:

A. Voluntary contributions to assist low-income customers.

Mr. Berlien requested and received Board approval to approach the charitable organizations that administers PUD's Warm Heart program to see if they would be available to administer a similar program for the District.

B. Smart Toilet Conservation Program.

Mr. Berlien advised the Commissioners that he sent out an inquiry on whether other districts had established conservation programs and what approach was used. However, he had not received any responses back. Ms. Brake presented facts regarding low flow toilets.

X. General Manager's report.

Mr. Berlien notified the Commissioners that nighttime line flushing would begin on November 29, 2009. The flushing program would take approximately 2 weeks to complete. In addition to the upcoming night flushing, staff has been performing low velocity flushing to prevent stagnant water. An increase in discolored water complaints resulted from this flushing.

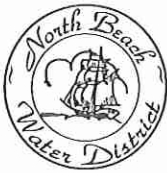
Mr. Berlien advised the Commissioners that the Fire Departments use of a hydrant on Sunday, November 15, 2009 also caused some discoloration in the system. However, the new VFDs operated as expected.

XI. Board member comments.

Ms. Brake advised that WASWD had provided the District with one free registration to the Spring Conference in Ocean Shores.

Ms. Brake brought up the possibility of establishing a leak adjustment policy. Mr. Berlien advised that the District already had such a policy in place.

Mr. Sheldon felt that the District might want to review Sunset View Resorts fireflow devices and water utility easements on the property in light of the Resort's application



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to become a drug and alcohol rehabilitation center. Mr. Berlien advised that it would first be prudent for the District to establish backflow policy.

XII. Future agenda items

None.

XIII. Adjournment

Mr. Williams moved to adjourn the regular meeting of the Board of Commissioners of North Beach Water District at 7:18pm. Ms. Brake seconded the motion.

Discussion: None

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

Nay: None

Abstain: None

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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