



## 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 6:00 p.m., **Monday, March 18, 2013**, at the office of North Beach Water District; 25902 Vernon Avenue, Suite D, Ocean Park, Washington.

### **I. Call to Order:**

Commissioner Williams 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:

Brian Sheldon

Gwen Brake

R.D. Williams

Staff present:

William Neal, General Manager

Jack McCarty, Office Manager

Others present:

Rachael McCarty

Jim Blumenthal

Bob Gillespie

Lisa Gillespie

KL Brenner

Robert Vogt

Gordon Gillock

Colleen Bell

Glen Ripley

**III. Adopt Agenda:**

Commissioner Brake makes a motion to adopt the agenda.

Commissioner Sheldon makes a motion to amend the agenda to add discussion item (6 C), tabling of items by commissioners.

Commissioner Sheldon makes a motion to adopt the agenda as amended.

Commissioner Brake seconds the motion.

The motion passes unanimously.

**IV. Public Comment**

Lisa Gillespie asks a question regarding both the current rate structure and the low pressure in Sunset Sands.

Commissioner Williams addresses the issue of the rate structure and explains why the rates are set at their current point.

General Manager Neal comments on the pressure and current plans to improve it.

Lisa Gillespie comments that the website does not show the place the Board Meeting is to be held.

Office Manager McCarty tells her he will add it to the website.

Ken Brenner states that last year when North Beach Water District performed the yearly water main flushing that it flooded his shop. He asks what the District is doing to make sure that does not happen again.

General Manager Neal informs him that the District will not be flushing that hydrant this year.

Colleen Bell states that she feels the rates are too high and that she has to pay for the people who aren't living here full time.

Commissioner Williams explains the financial history and the debt responsibility of the District.

Commissioner Sheldon addresses the statement about paying for people who aren't living here by explaining the base rate vs.

water charges and how dramatically they would shift if the District changed how it bills each customer.

Robert Vogt comments that the rates have increased "400%" and the increases should have been done more gradually.

Commissioner Williams discusses the most current rate study and explains why the rates have gone up in the increments that they have and why it was necessary to do so.

Glen Ripley Asks when the next rate study will be.

General Manager Neal replies that it will be looked at in 2014 and completed by 2015.

Roger Taylor asks about water pressure in Sunset Sands (Mr. Taylor was not present when Mrs. Gillespie asked a similar question earlier in the meeting).

General Manager Neal reiterates what he said to Mrs. Gillespie earlier in the meeting.

#### **V. Action Items**

##### **A. Approval of Meeting Minutes - January 23, 2013 Adjourned**

###### **Regular Meeting**

Commissioner Brake makes a motion to approve the minutes of the January 23, 2013 Adjourned Regular Meeting.

Commissioner Williams seconds the motion.

Commissioner Sheldon abstains.

The motion passes unanimously.

##### **B. Approval of Meeting Minutes - February 19, 2013 Regular Meeting**

Commissioner Sheldon makes a motion to approve the minutes of the February 19, 2013 Regular Meeting.

Commissioner Williams seconds the motion.

Commissioner Brake abstains.

The motion passes unanimously.

**C. Resolution 06-2013 - Authorizing the Purchase of AMR Meters and Apertures.**

There is discussion on Resolution 06-2013.

Commissioner Sheldon makes a motion to approve Resolution 06-2013.

Commissioner Brake seconds the motion.

The motion passes unanimously.

**D. Resolution 07-2013 / Approving Engineering Contract with Gray and Osborne.**

There is discussion on Resolution 07-2013.

Commissioner Brake makes a motion to approve Resolution 07-2013.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**E. Resolution 08-2013 / Approving Bond Financing and Underwriter's Agreement with Martin Nelson & Company.**

Jim Blumenthal gives a presentation on bonds, the current bond market, the process to get bond rating and what the District could expect if they chose to enter the process of getting bond rated and selling bonds.

There is discussion on Resolution 08-2013.

Commissioner Brake makes a motion to approve Resolution 08-2013.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**F. Budget to Date**

There is discussion on the Budget to Date.

Commissioner Brake makes a motion to approve and file the Budget to Date.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

## **G. District Expenses**

The General Manager gives a report to the Board on the District Expenses.

Commissioner Williams states he wants the Blanket Voucher Sheet to have a detailed breakdown of Operations, Capital and Taxes and Payroll/Benefits.

Commissioner Brake makes a motion to approve the District Expenses.

Commissioner Brake seconds the motion.

There is discussion about individual items on the District Expenses.

Commissioner Sheldon asks about a conference fee.

General Manager Neal states that it is the registration fee for himself and Commissioner Williams for the Washington Association of Sewer and Water District Spring Conference.

Commissioner Sheldon states that he feels that it is unnecessary for Commissioner Williams to attend.

There is discussion among the commissioners on the value of commissioners attending conferences.

Commissioner Sheldon asks Commissioner Williams what tangible benefit he has gained from attending conferences.

Commissioner Williams states that he always brings something tangible back from each conference.

Commissioner Sheldon does not find the answer satisfactory and requests that the record reflect that he did not receive an answer from Commissioner Williams.

Commissioner Sheldon makes a motion to approve the District Expenses.

Commissioner Williams puts approving the District expenses to a vote. Commissioner Williams and Brake vote Yea and Commissioner Sheldon Votes Nay. Approval of District Expenses passes.

**VI. Discussion / Action Items**

**A. Memo to Pacific County Auditor**

The General Manager gives a report on the Memo to Pacific County Auditor concerning receiving and accepting electronic signatures.

There is discussion on the memo.

All three commissioners sign the memo authorizing General Manager Neal and Office Manager McCarty to electronically sign vouchers in accordance with Resolution 02-2013.

**C. Lien Report**

The Office Manager gives a presentation on currently added and released liens.

Commissioner Brake requests a line be added between items on Lien Report.

No action taken.

**C. Tabling Items**

Commissioner Sheldon states his dismay that Commissioners Brake and Williams did not honor a request to table the consideration of Resolution 01-2013 at the adjourned regular meeting in January. Commissioner Sheldon states that the meeting was adjourned due to an emergency and that he could not attend the adjourned meeting.

Commissioner Brake states that a topic cannot be tabled by an absent commissioner. After more discussion the commissioners conclude the subject without taking any action.

**VII. General Managers Report**

The General Manager gives his report detailing the use, sale and loss of water.

There is discussion between the General Manager and the Board of Commissioners about General Managers Report.

No Action Taken

**VIII. Board Member Comments**

None.

**IX. Future Agenda Items**

Commissioner Sheldon requests that Resolution 01-2013 be re-evaluated at the April Regular Board Meeting.

**X. Adjournment**

There being no further business, Commissioner Williams adjourned the meeting at 7:25 pm.

\_\_\_\_\_  
Brian Sheldon, Commissioner  
Position #1

*Respectfully submitted for review and approval by:*

\_\_\_\_\_  
*Jack McCarty, Office Manager*

\_\_\_\_\_  
Gwen Brake, Commissioner  
Position #2

*Bear witness to reference the Commissioner's signatures above, does hereby approve this set of Minutes to become an Official Record of the North Beach Water District on:*

\_\_\_\_\_  
RD Williams, Commissioner  
Position #3

*Date: \_\_\_\_\_*