



## **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, November 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:

RD Williams

Gwen Brake

Brian Sheldon

Staff present:

William Neal, General Manager

Jack McCarty, Office Manager

Others present:

Glenn Ripley

Marilyn Sheldon

Jenny Sheldon

Rick Driftmier

### **III. Adopt Agenda:**

Commissioner Sheldon makes a motion to adopt the agenda

Commissioner Williams requests Agenda Item 6C be moved to 6F and Agenda Items 6D, 6E & 6F be moved up.

Commissioner Brake seconds the motion to adopt the agenda as amended.

The motion passes unanimously.

**IV. Public Comment**

None

**V. Action Items**

**A. Approval of the 10-21-2013 Regular Meeting Minutes.**

Commissioner Brake makes a motion to approve the 10-21-2013 Regular Meeting Minutes.

Commissioner Sheldon requests the minutes be changed to show that commissioner Brake seconded the motion to approve warrants 1271 thru 1078 not commissioner Sheldon.

Commissioner Sheldon seconds the motion to approve the minutes with changes.

The motion passes unanimously.

**B. Resolution 22-2013 Awarding Water Main Bid Contract to Big River Excavating.**

There is Discussion on Resolution 22-2013.

Commissioner Sheldon makes a motion to approve Resolution 22-2013.

Commissioner Brake seconds the motion.

The motion passes unanimously.

**C. Resolution 23-2013 Amending Resolution 12-2008, Rules & Regulations Section 1.01.390 - Credit Card Payments.**

There is Discussion on Resolution 23-2013.

Commissioner Brake makes a motion to approve Resolution 21-2013.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**D. Resolution 24-2013 Authorizing the purchase of Real Estate - Wiegardt Group property for new South Wellfield.**

There is Discussion on Resolution 24-2013.

Commissioner Brake makes a motion to approve Resolution 24-2013.

Commissioner Sheldon requests that the resolution be changed to show the purchase price was negotiated on 8 August 2012 not 8 August 2013.

Commissioner Sheldon seconds the motion to adopt resolution 24-2013 with changes.

The motion passes unanimously.

**E. Budget to Date.**

There is discussion on the current budget to date.

Commissioner Williams makes a motion to receive and file the budget to date.

Commissioner Brake seconds the motion.

The motion passes unanimously.

**F. District Expenses**

There is discussion on the district expenses.

Commissioner Brake makes a motion to approve vouchers 1480 through 1536 in the amount of \$166,281.21.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

Commissioner Brake makes a motion to approve warrants 1408 thru 1419 in the amount of \$23,682.02.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**VI. Discussion / Action Items**

**A. 2014 Preliminary Operating Budget**

The General Manager gives a presentation on the 2014 Preliminary Operating Budget.

There is discussion on the 2014 Preliminary Operating Budget.

No action taken.

**B. Lien Report.**

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

No action taken.

**C. Billing Clerk Position.**

The General Manager gives a presentation on the current status of the billing clerk position.

There is discussion between the General Manager and the Board on the position.

No action taken.

**D. Grant Writing Workshop.**

The General Manager gives a presentation on the 2014 Grant writing workshop.

There is discussion on the 2014 Grant writing workshop.

Commissioner Sheldon makes a motion to send the Office Manager to the 2014 Grant writing workshop.

Commissioner Williams seconds the motion.

The motion is put to a vote.

Commissioner Sheldon and Commissioner Williams - Yea.

Commissioner Brake - Nay.

The motion passes with a majority vote.

**E. Monthly Billing Report**

The General Manager gives a report on how the District does the monthly billing and alternatives to the current system.

There is discussion about the monthly billing process.

No action taken.

**F. Feasibility Study - Rick Driftmier.**

Rick Driftmier gives a presentation on the feasibility study regarding the location and operation of North Beach Water District.

There is discussion about the feasibility study.

No action taken at this time.

**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**

None.

**X. Adjournment**

There being no further business, Commissioner Williams adjourned the meeting at 8:50 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: \_\_\_\_\_*