



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 6:00 p.m., **Monday, December 16, 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

Robert Hunt, Field Supervisor

Jonathan Fleming, Water Service Worker

Others present:

Glenn Ripley

Marilyn Sheldon

Celsa Johnson

III. Adopt Agenda:

Commissioner Sheldon makes a motion to adopt the agenda

Commissioner Brake seconds the motion.

The motion passes unanimously.

IV. Public Hearing on Proposed 2014 Budget.

Commissioner Williams opens the public hearing at 6:02 pm.

A. Presentation on Proposed 2014 Budget.

General Manager Neal gives a presentation on Proposed 2014 Budget.

B. Public Comment on Proposed 2014 Budget.

None.

C. Board Member Comments on Proposed 2014 Budget.

There is discussion among the board members and the General Manager on the Proposed 2014 Budget.

V. Action Items

A. Approval of the 2014 Budget Resolution 25-2013.

Commissioner Brake makes a motion to approve Resolution 25-2013.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

B. Approval of the 11-18-2013 Regular Meeting Minutes.

Commissioner Sheldon makes a motion to approve the 11-18-2013 Regular Meeting Minutes.

Commissioner Brake seconds the motion.

The motion passes unanimously.

C. Approval of the 12-05-2013 Special Meeting Minutes.

Commissioner Sheldon makes a motion to approve the 12-05-2013 Special Meeting Minutes.

Commissioner Brake seconds the motion.

The motion passes unanimously.

D. Municipal Research & Services Center Small Works Roster.

There is Discussion on the Municipal Research & Services Center Small Works Roster.

Commissioner Brake makes a motion to approve the Municipal Research & Services Center Small Works Roster contract.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

E. Resolution 27-2013 2014 regular Meeting Calendar.

There is Discussion on Resolution 27-2013.

Commissioner Sheldon makes a motion to amend Resolution 27-2013 to change the January 2014 Regular Meeting from January 20 to January 21 and to change the February 2014 Regular Meeting from February 17 to February 18.

Commissioner Brake seconds the motion to adopt Resolution 27-2013 with changes.

The motion passes unanimously.

F. Resolution 28-2013 2014 Employee Cost of Living Adjustment.

There is Discussion on Resolution 28-2013.

Commissioner Sheldon makes a motion adopt Resolution 28-2013 to include a .6% cost of living adjustment raise.

Commissioner Brake seconds the motion.

The motion passes unanimously.

G. 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 Sheldon makes a motion to approve vouchers 1677 through 1727 in the amount of \$55,871.52.

Commissioner Brake seconds the motion.

The motion passes unanimously.

Commissioner Sheldon makes a motion to approve warrants 1543 thru 1550 in the amount of \$15,728.59.

Commissioner Brake seconds the motion.

The motion passes unanimously.

Commissioner Sheldon makes a motion to approve warrants 1602 thru 1611 in the amount of \$21,192.30.

Commissioner Brake seconds the motion.

The motion passes unanimously.

Commissioner Sheldon makes a motion to approve monthly credit card and ACH fees in the amount of \$553.74.

Commissioner Brake seconds the motion.

The motion passes unanimously.

VI. Public Comment

None.

VII. Discussion / Action Items

A. Lien Report.

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

No action taken.

B. BIAS 2014 Annual Conference.

The Office Manager gives a presentation on the BIAS 2014 Annual Conference.

There is discussion on the BIAS 2014 Annual Conference.

Commissioner Brake makes a motion to send the Office Manager to the BIAS 2014 Annual Conference.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

VIII. 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

IX. Board Member Comments

None.

X. Future Agenda Items

None.

XI. Resolution 29-2013 Honoring RD Williams

Commissioner Brake reads Resolution 29-2013 to the audience.

Commissioner Brake makes a motion to adopt Resolution 29-2013.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

XII. Adjournment

There being no further business, Commissioner Williams adjourned the meeting at 7:40 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:

**Glenn Ripley, Commissioner
Position #3**

Date: _____