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## **Minutes of the Adjourned Regular Meeting of the Board of Commissioners of North Beach Water District**

An Adjourned Regular Meeting of the Board of Commissioners of North Beach Water District was held at 6:00 p.m., **Monday, February 24, 2014** at the office of North Beach Water District; 25902 Vernon Avenue, Suite D, 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 6:00 p.m.

**II. Roll Call:**

**Commissioners Present:**

Glenn Ripley

Brian Sheldon

**Staff present:**

William Neal, General Manager

Jack McCarty, Office Manager

Robert Hunt, Field Supervisor

**Others present:**

None

**III. Adopt Agenda:**

Commissioner Sheldon makes a motion to add item 6 A.1. Meter Mischarges to the agenda.

Commissioner Ripley seconds the motion.

The motion passes unanimously.

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

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

The motion passes unanimously.

**IV. Public Comment**

None

**V. Action Items**

**A. Approval of the 01-21-2014 Regular Meeting Minutes.**

Commissioner Ripley makes a motion to approve the 01-21-2014 Regular Meeting Minutes.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**B. Approval of the 01-30-2014 Special Meeting Minutes.**

Commissioner Ripley makes a motion to approve the 01-30-2014 Special Meeting Minutes.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**C. Resolution 06-2014 Authorization for a Safe Deposit Box with Bank of the Pacific.**

There is Discussion on Resolution 06-2014.

Commissioner Ripley makes a motion to adopt resolution 06-2014.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**D. Budget to Date.**

There is discussion on the current budget to date.

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

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**E. District Expenses**

There is discussion on the district expenses.

Commissioner Ripley makes a motion to approve checks 622 through 677 in the amount of \$250,415.03.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

Commissioner Ripley makes a motion to approve vouchers 201 through 210 in the amount of \$23,844.30.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

Commissioner Ripley makes a motion to approve vouchers 276 through 282 in the amount of \$10,965.04.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

Commissioner Ripley makes a motion to approve the annual bond administration fee for a total of \$301.75.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

Commissioner Ripley makes a motion to approve vouchers the monthly credit card and ACH processing fee in the amount of \$441.55.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**VI. Discussion / Action Items**

**A. Lien Report.**

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

No action taken.

**A.1 Mischarged Meter Report**

The General Manager Gives a presentation on meters that have been improperly billed, specifically two accounts that have been over billed.

There is discussion between the General Manager and the Board on the mischarged meters.

Commissioner Ripley makes a motion to reimburse the two customers in question for the period they were overbilled plus average interest.

Commissioner Sheldon seconds the motion.

The motion passes unanimously.

**B. Water Revenue Project Discussion.**

The General Manager gives a presentation on the status of the Water Revenue Project.

There is discussion between the General Manager and the Board on the Water Revenue Project.

No action taken.

**VII. General Managers Report**

The General Manager gives his report detailing the use, sale and loss of water as well as a Drinking Water State Revolving Fund Loan Project progress update. He also discusses the state of the Billing Clerk position.

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

No Action Taken.

**VIII. Executive Session (30 Minutes) to Discuss With Legal Counsel Representing the Agency Potential Litigation Pursuant to RCW 42.30.110 (1) (i).**

**IX. Report on Executive Session.**

None.

**X. Board Member Comments**

Commissioner Ripley asks about a potential land purchase on 272<sup>nd</sup>.  
General Manager Neal addresses the question.

Commissioner Sheldon asks for more information in the future on  
the District's V Street Property.

**XI. Future Agenda Items**

None

**XII. Adjournment**

There being no further business, Commissioner Sheldon adjourned  
the meeting at 9:03 pm.


  
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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: 3-17-14

