



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., **Wednesday May 21, 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
Gwen Brake

Staff present:

William Neal, General Manager
Jack McCarty, Office Manager

Others present:

Marilyn Sheldon
Mark Scott

III. Adopt Agenda:

Commissioner Sheldon makes a motion to add discussion on the Cross Connection Control Program (CCCP) to the General Managers Report.

Commissioner Brake seconds the motion.

Commissioner Sheldon calls for the vote on the motion.

The motion passes unanimously.

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

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

IV. Public Comment

Marilyn Sheldon states that in regards to the Business Office Plan she was at the Public Development Authority (PDA) meetings and that the promise from the PDA was to provide local control not to maintain a downtown presence.

She further states that as an advocate for the downtown area and the school that she would discourage any project that would require bringing heavy construction equipment into the downtown are.

V. Action Items

A. Approval of the 04-21-2014 Regular Meeting Minutes.

Commissioner Ripley makes a motion to approve the 04-21-2014 Regular Meeting Minutes.

Commissioner Brake seconds the motion.

Commissioner Sheldon calls for the vote on the motion.

The motion passes unanimously.

B. Approval of the 03-22-2014 Special Meeting Minutes.

Commissioner Brake makes a motion to approve the 03-22-2014 Special Meeting Minutes.

Commissioner Ripley seconds the motion.

Commissioner Sheldon calls for the vote on the motion.

The motion passes unanimously.

C. Resolution 12-2014 Transfer of \$55,000 From Operations Reserve to Capital Reserve.

The General Manager gives a presentation on Resolution 12-2014.

Commissioner Brake makes a motion to adopt resolution 12-2014.

Commissioner Ripley seconds the motion.

There is Discussion on Resolution 12-2014.

Commissioner Sheldon calls for the vote on the motion.

The motion passes unanimously.

D. Resolution 13-2014 Contracting With Cartomation Inc.

The General Manager gives a presentation on Resolution 13-2014.

There is discussion on Resolution 13-2014.

The Board unanimously agrees that there should be language contained in the Resolution to limit the spending of additional funds without Board approval.

The Board by unanimous consent approves the request to table Resolution 13-2014 Contracting With Cartomation Inc.

E. 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 Brake seconds the motion.

The motion passes unanimously.

G. District Expenses

There is discussion on the district expenses.

Commissioner Brake makes a motion to approve checks 783 through 831 in the amount of \$59,276.70.

Commissioner Ripley seconds the motion.

The motion passes unanimously.

Commissioner Brake makes a motion to approve vouchers 788 through 798 in the amount of \$23,191.26.

Commissioner Ripley seconds the motion.

The motion passes unanimously.

Commissioner Brake makes a motion to approve vouchers 874 through 881 in the amount of \$12,271.07.

Commissioner Ripley seconds the motion.

The motion passes unanimously.

Commissioner Brake makes a motion to approve the monthly credit card and ACH processing fee in the amount of \$542.52.

Commissioner Ripley seconds the motion.

The motion passes unanimously.

VI. Discussion / Action Items

A. Lien Report.

No Liens added or removed during the last reporting period.

The Office Manager gives a provides documentation of a request by Laurie Kochis to waive the lien fees on her deceased mothers account due to

extenuating circumstances.

There is discussion between the Office Manager and the Board on the request.

The Board by unanimous consent agrees to waive the lock off fee but states that the lien fee will stand as charged.

B. North Beach Water District Office Plan Overview

The General Manager gives a presentation on the business plan report.

There is exhaustive discussions on the benefits and limitations of the proposed locations available for the business office.

Based on all public comment and all information available in the North Beach Water District Business Office Plan, Commissioner Ripley makes a motion to relocate the business office to the North Beach Water District property on 272nd Street to complete the bond financing project.

Commissioner Brake seconds the motion.

Commissioner Sheldon calls for the vote on the motion.

The motion passes unanimously.

Commissioner Brake states for the record that the move is being made in the best interest of operating both efficiently and cost effectively.

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.

The General Manager gives a report on the state of the CCCP and how it ties in to the upcoming water system plan

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

No Action Taken.

VIII. Board Member Comments

Commissioner Sheldon requests that the General Manager gather information on how other District's conduct the Evaluation on the General Manager.

Commissioner Brake states that she would like the District to take The EPA Utility Self-Assessment.

IX. Future Agenda Items

None

X. Adjournment

There being no further business, Commissioner Sheldon adjourned the meeting at 8:32 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: _____