



---

**Minutes of the Special Meeting of the Board of  
Commissioners of North Beach Water District**

**These are the minutes of a Special Meeting of the Board of Commissioners of North Beach Water District held at 2:00 p.m., Friday June 26, 2015 at the office of North Beach Water District; 25902 Vernon Avenue, Suite D, Ocean Park, Washington.**

**I. Call to Order:**

Commissioner Sheldon called the Special Meeting to order at 2:00 p.m.

**II. Roll Call:**

**Commissioners Present:**

Brian Sheldon, Glenn Ripley, Gwen Brake

**Staff present:**

William Neal, General Manager - Jack McCarty, Office Manager

**Others present:**

None.

**III. Adopt Agenda:**

**Commissioner Brake makes a motion to adopt the agenda**

Commissioner Ripley seconds the motion.

**Commissioner Brake makes a motion to amend the agenda by inserting new agenda item, "Commissioner Comments", to item V and moving current agenda item V "Adjournment" to item VI.**

Commissioner Ripley seconds the motion to amend the agenda.

Commissioner Sheldon calls for a vote on the motion to amend the agenda.

The motion to amend the agenda passes unanimously.

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

Commissioner Brake seconds the motion.

Commissioner Sheldon calls for a vote on the motion.

The motion to adopt the amended agenda passes unanimously.

**IV. New Office & Facilities Building Bid Review**

The General Manager gives a detailed presentation on the bid results, the totals for each bid and bid alternate, and the options available to the Board.

There is extensive discussions between the Board, the General Manager, and David Jensen.

**Resolution 14-2015 Awarding Construction Contract**

**Commissioner Ripley makes a motion to adopt Resolution 14-2015 awarding the New Office & Facilities Building construction contract to Helligso Construction for the base bid only, declining bid alternate #1 (Ground Source Heat Pump) and bid alternate #2.(Expanded Grading)**

Commissioner Brake seconds the motion.

Commissioner Sheldon calls for a vote on the motion.

The motion passes unanimously.

The Board directs, by mutual consent, the General Manager to investigate the feasibility of cost effective alternatives to Bid Alternate #1 (ground source heat pump system) that the Board may consider as a change order to the construction contract.

**V. Board Member Comments**

Commissioner Brake states that she has concerns about the District's future water levels due to droughts in Washington State as well as other portions of the country.

General Manager Neal provides the Board with a detailed explanation of the North Beach aquifer and how it is recharged by local rainfall and that local rainfall has been only slightly lower than normal. The news of state wide draught is not as critical to coastal communities who continue to have only marginally below normal rainfall.

There is further discussion between the Board and the General Manager on the District's water source and future ability of the District to provide water to all rate payers. The Board, by mutual consent, directs the general manager keep good records of water levels in the wells.

Commissioner Brake asks about the new hire in the Billing Clerk position.

The office manager gives a briefing on the new hire and her current progress. The new Billing Clerk will meet the Board at the July regular Board meeting.

No action taken.

**VI. Adjournment**

There being no further business, Commissioner Sheldon adjourned the meeting at 3:47 pm.

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

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

\_\_\_\_\_  
Glenn Ripley, Commissioner  
Position #3

Respectfully submitted for review  
and approval by:

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

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

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