



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

These are the minutes of a Regular Meeting of the Board of Commissioners of North Beach Water District held at 6:00 p.m., Monday August 17, 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 Regular Meeting of the Board of Commissioners of North Beach Water District to order at 6:00 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 Sheldon calls for a vote on the motion.

The motion to adopt the amended agenda passes unanimously.

IV. Public Comment

None

V. Action Items

A. 06-26-15 Special Meeting Minutes:

B. 07-20-15 Regular Meeting Minutes

There being no needed discussion, Commissioner Brake makes a motion to approve the 06-26-2015 Special Meeting minutes and the 7-20-15 Regular Meeting Minutes.

Commissioner Ripley seconds the motion.

Commissioner Sheldon calls for a vote on the motion.

The motion to adopt the amended agenda passes unanimously.

C. Resolution 16-2015 Amendment to G & O Contract

The General Manager gives a presentation on Resolution 16-2015.
There is discussion on Resolution 16-2015.
Commissioner Ripley makes a motion to adopt Resolution 16-2015.
Commissioner Brake seconds the motion.
Commissioner Sheldon calls for a vote on the motion.
The motion to adopt the amended agenda passes unanimously.

D. Resolution 17-2015 Contract with Gibbs & Olson

The General Manager gives a presentation on Resolution 17-2015.
There is discussion on Resolution 17-2015.
Commissioner Ripley makes a motion to adopt Resolution 17-2015.
Commissioner Brake seconds the motion.
Commissioner Sheldon calls for a vote on the motion.
The motion to adopt the amended agenda passes unanimously.

E. Budget to Date

The General Manager gives a presentation on the 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.
Commissioner Sheldon calls for the vote on the motion.
The motion passes unanimously.

F. Financial Summary

The General Manager gives a presentation on the Financial Summary.
There is Discussion on the financial summary.
Commissioner Ripley makes a motion to receive and file the Financial Summary.

Commissioner Brake seconds the motion.
Commissioner Sheldon calls for the vote on the motion.
The motion passes unanimously.

G. District Expenses

There is discussion on the district expenses.
Commissioner Brake makes a motion to approve checks 1552 through 1604 in the amount of \$94,297.36.

Commissioner Ripley seconds the motion.
Commissioner Sheldon calls for the vote on the motion.
The motion passes unanimously.

Commissioner Brake makes a motion to approve vouchers 1387 through 1397 in the amount of \$28,485.28.

Commissioner Ripley seconds the motion.

Commissioner Sheldon calls for the vote on 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 \$921.47.

Commissioner Ripley seconds the motion.

Commissioner Sheldon calls for the vote on the motion.

The motion passes unanimously.

VI. Discussion / Action Items

A. Lien Report

The Office Manager gives a report on all of the liens claimed and released for the month of July 2015.

No action taken.

B. Oysterville Operations Support and Management Services Contract

General Manager Neal gives an update on the Oysterville Operations Support and Management Services including the decision to decline a contract with North Beach Water District.

No action taken

C. Easements for Emond Property

The General Manager informs the Board that there has been no change or advancements yet made concerning the Emond property easements. There is a short discussion between the Board and the General Manager on the Emond property easement progress.

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 and the Bond Construction Project status update.

The General Manager also states that he is still in negotiations with the Surfside HOA to restructure the management agreement. The board tells General Manager Neal to continue negotiations. There is discussion between the General Manager and the Board of Commissioners about General Managers Report.

No Action Taken.

VIII. Board Member Comments

Commissioner Brake congratulates General Manager Neal on organizing a successful groundbreaking ceremony.

Commissioners Ripley and Sheldon second the sentiment.

IX. Future Agenda Items

None

X. Pending Items

A. General Manager's Performance Evaluation Policy

The General Manager acknowledges that the General Manager's Performance Evaluation Policy is still something that is a work in progress and will be discussed further at a future meeting.

No action taken.

B. Backflow Assembly Testing Policy

The General Manager states that the Backflow Assembly Testing Policy progress has been suspended until a future date.

No Action Taken.

XI. Adjournment

There being no further business, Commissioner Sheldon adjourned the meeting at 7:36 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: 9-30-15