



**Minutes of the Regular 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, December 21, 2015 at the office of North Beach Water District, 25902 Vernon Avenue, Suite D, Ocean Park, Washington.

I. Call to Order Public Hearing:

Commissioner Brake called the Determination of Non-Significance public hearing 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:

Janice Taylor, Roger Taylor, David Jensen

III. Adopt Agenda:

Commissioner Sheldon moved to adopt the agenda.

Commissioner Ripley seconded the motion.

Commissioner Brake Moved to add the 9-19-16 regular meeting minutes to the consent calendar as item B and move items B through E down one position each.

Commissioner Sheldon seconded the motion

Commissioner Brake called for a vote.

The motion to adopt the agenda passed unanimously.

IV. Public Hearing

A. Opening Statement from the President of the Board

Commissioner Brake stated that after an in depth review of the checklist that she looks forward to moving ahead with the Loomis Lake project with minimal environmental impact.

B. Presentation on Determination of Non-Significance

The general manager gave a presentation on the Determination of Non-Significance.

There was discussion between the general manager and the Board on the Determination of Non-Significance.

No action was taken.

C. Public Comment on the Determination Of Non-Significance

Roger Taylor asked the general manager what the proposed timetable for project completion was.

The general manager stated that if approved the project would start in late spring or early summer 2017, and should be complete by September 2017.

Janice Taylor asked if the District would be installing fire hydrants on the proposed new water mains.

The general manager stated that the district will be installing hydrants per the Water System Plan but would have to look at locations after the installation of the proposed mater main.

Janice Taylor asked if the District would put in a blacktop parking lot and service road after water main installation as a condition of the Sunset Sands Association granting the District an easement.

The general manager stated that a blacktop was not in the budget but encouraged Mrs. Taylor to submit her request in writing so it can be evaluated by the general manager and the Board.

D. Board Member Comments on the Proposed 2016 Budget

Commissioner Sheldon stated that he was concerned that the Determination of Non-Significance checklist failed to list two invasive plant species present at Loomis Lake.

The general manager stated that he had spoken to the engineer and that the engineer had apologized for overlooking it but that it would not be a material issue that would hold up the project.

Commissioner Sheldon stated that because the lake may be dredged at a point in the future, that he wants to make sure any water main installed under the lake be at a sufficient depth to avoid any problems if the lake is in fact dredged.

V. Close Public Hearing

Commissioner Brake closed the public hearing at 6:27 p.m.

VI. Call to Order Regular Meeting

Commissioner Brake called the regular meeting to order at 6:27 p.m.

Commissioner Brake moved to bring Agenda Items 10A and 10D up to after the public comment.

Commissioner Ripley Seconded the motion.

Commissioner Brake called for a vote.

The motion to move items 10A and 10D up passed unanimously.

VII. Public Comment

None.

A. Resolution 30-2016 Adopting Determination Of Non-Significance

The general manager gave a presentation on Resolution 30-2016.

There was discussion between the general manager and the board on Resolution 30-2016.

Commissioner Ripley moved to approve Resolution 30-2016.

Commissioner Sheldon seconded the motion.

Commissioner Sheldon stated that he requires the engineer accept al responsibility for any negative repercussions that may arise from the Determination of Non-Significance checklist shortfalls.

Commissioner Brake called for a vote.

The motion to approve Resolution 30-2016 passed unanimously.

B. Resolution 33-2016 Accepting Completion of Public Works Contract

The general manager gave a presentation on Resolution 33-2016.

There was discussion between the general manager, David Jensen, and the board on Resolution 33-2016.

Commissioner Ripley moved to approve Resolution 33-2016.

Commissioner Sheldon seconded the motion.

Commissioner Brake called for a vote.

The motion to approve Resolution 33-2016 passed unanimously.

VIII. Consent Calendar

A. 10-16-16 Regular Meeting Minutes

B. 9-19-16 Regular Meeting Minutes

C. Lien Report

D. Budget To Date

E. Financial Summary

F. District Expenses

Commissioner Ripley moved to approve the consent calendar items C through F.

Commissioner Sheldon seconded the motion.

There is discussion on the consent calendar.

Commissioner Brake called for a vote.

The motion to approve the consent calendar items C through F passed unanimously.

Commissioner Ripley moved to approve consent calendar item A.

Commissioner Brake seconded the motion.

Commissioner Brake called for a vote.

Commissioner Ripley – Yea.

Commissioner Brake – Yea.

Commissioner Sheldon – Abstain.

The motion to approve consent calendar item A passed by majority vote.

Commissioner Sheldon moved to approve consent calendar item B.

Commissioner Brake seconded the motion.

Commissioner Brake called for a vote.

Commissioner Sheldon – Yea.

Commissioner Brake – Yea.

Commissioner Ripley – Abstain.

The motion to approve consent calendar item B passed by majority vote.

IX. Old Business

A. Resolution 28-2016 Adding And Amending Job Descriptions

The general manager gave a presentation on Resolution 28-2016.

There was discussion between the general manager and the board on Resolution 28-2016.

Commissioner Ripley moved to approve Resolution 28-2016.

Commissioner Sheldon seconded the motion.

Commissioner Brake called for a vote.

The motion to approve Resolution 28-2016 passed unanimously.

B. Resolution 29-2016 Establishing Rules for The Conduct Of Meetings

The general manager gave a presentation on Resolution 29-2016.

There was discussion between the general manager and the board on Resolution 29-2016.

Commissioner Sheldon moved to approve Resolution 29-2016.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to approve Resolution 29-2016 passed unanimously.

C. Emond Property Easement

The general manager gave a presentation on the status of the Emond property easement.

There was discussion between the general manager and the Board on the status of the Emond property easement.

No action was taken.

D. Emergency Response Plan

The general manager stated that Commissioner Brake and he will be attending an emergency management conference hosted by FEMA.

No action was taken.

X. New Business

A. Resolution 31-2016 Amending Resolution 31-2014 Rules, Regulations And Rates

The general manager gave a presentation on Resolution 31-2016.

There was discussion between the general manager and the board on Resolution 31-2016.

Commissioner Ripley moved to table Resolution 31-2016.

Commissioner Sheldon seconded the motion.

Commissioner Brake called for a vote.

The motion to table Resolution 31-2016 passed unanimously.

B. Resolution 32-2016 Amending Resolution 27-2014 Employee Manual

The general manager gave a presentation on Resolution 32-2016.

There was discussion between the general manager and the board on Resolution 32-2016.

Commissioner Sheldon moved to table Resolution 32-2016.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to table Resolution 32-2016 passed unanimously.

C. North Beach Water District 2017 Regular Meeting Schedule

There was discussion on the 2017 Regular Meeting Schedule.

Commissioner Ripley moved to adopt the 2017 Regular Meeting Schedule.

Commissioner Sheldon Seconded the motion.

Commissioner Braked called for a vote.

The motion to adopt the 2017 Regular Meeting Schedule passed unanimously.

Commissioner Ripley moved to change the adjournment time of the current meeting to 8:45 pm.

Commissioner Sheldon Seconded the motion.

Commissioner Braked called for a vote.

The Motion to extend the meeting passed unanimously

D. Draft 2017 Operating Budget

The general manager gave a presentation on the proposed 2017 operating budget.

There was discussion between the general manager and the Board on the proposed 2017 operating budget focused mainly on the capital improvements section.

No action was taken.

XI. General Managers Report

The general manager reported on (1) the use, sale, and loss of water, (2) the Drinking Water State Revolving Fund Loan Project progress, and (3) the Bond Construction Project status.

No action was taken.

XII. Board Member Comments

None.

XIII. Future Agenda Items

None.

XIV. Adjournment

Commissioner Brake adjourned the meeting at 8:45 p.m.

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: _____