



**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 9:00 a.m., Thursday December 8, 2016, at the office of North Beach Water District, 2212 272nd Street, Ocean Park, Washington.

I. Call to Order:

Commissioner Brake called the special meeting of the Board of Commissioners of North Beach Water District to order at 9:00 a.m.

II. Roll Call:

Commissioners Present: Glenn Ripley, Gwen Brake, Brian Sheldon

Staff present: William Neal, general manager; Jack McCarty, office manager

Others present: None

III. Adopt Agenda:

Commissioner Sheldon moved to adopt the agenda.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to adopt the agenda as amended passed unanimously.

IV. Resolution 34-2016 Amending Rules, Regulations, And Rates

The general manager gave a presentation on Resolution 34-2016.

There is discussion on Resolution 34-2016.

Commissioner Sheldon moved to adopt Resolution 34-2016.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion passed unanimously.

V. Resolution 35-2016 Employee Manual

The general manager gave a presentation on Resolution 35-2016.

There is discussion on Resolution 35-2016.

Commissioner Sheldon moved to adopt Resolution 35-2016 with payment at 70% of cost.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion passed unanimously.

VI. Board Member Comments

Commissioner Sheldon made a motion to extend the adjournment time to 11:00 am.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion passed unanimously.

Commissioner Brake gave a presentation on the emergency management conference she attended and gave her position on what the District’s role should be during an emergency.

There was discussion on setting up an emergency response plan.

The Board requested the general manager add an emergency management line item to the 2017 Operating Budget.

Commissioner Sheldon stated that he called the after-hours number for the District to report a possible leak and received an unsatisfactory response from the person who answered.

Commissioner Sheldon directed the office manager to speak with the answering service to get that issue resolved.

VII. Adjournment

Commissioner Brake adjourned the meeting at 11:06 a.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: _____