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## 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 11:00 a.m., Tuesday January 17, 2017 at the office of North Beach Water District, 2212 272<sup>nd</sup> Street, Ocean Park, Washington.

### **I. Call to Order Regular Meeting**

Commissioner Brake called the regular meeting to order at 11:00 a.m.

### **II. Roll Call:**

Commissioners Present:

Brian Sheldon, Gwen Brake, Glenn Ripley

Staff present:

William Neal, general manager; Jack McCarty, office manager, Robert Hunt, field superintendent, Dennis Schweizer, treatment plant operator

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 passed unanimously.

### **IV. Election Of Officers**

#### **A. Election of Board President**

Commissioner Sheldon nominated Commissioner Brake for President of the Board.

Commissioner Ripley Seconded the nomination.

Commissioner Brake called for a vote.

Commissioner Brake unanimously elected President of the Board.

#### **B. Election of Secretary of the Board**

Commissioner Sheldon nominated Commissioner Ripley for Secretary of the Board.

Commissioner Brake seconded the nomination.

Commissioner Brake called for a vote.

Commissioner Ripley unanimously elected Secretary of the Board.

**v. Public Comment**

None.

**VI. Consent Calendar**

**A. 12-19-16 Regular Meeting Minutes**

**B. 1-3-17 Special Meeting Minutes**

**C. Lien Report**

**D. Budget To Date**

**E. Financial Summary**

**F. District Expenses**

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

Commissioner Sheldon seconded the motion.

There was discussion on the consent calendar.

Commissioner Brake called for a vote.

The motion to approve the consent calendar items B 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 Brake – Yea, Commissioner Ripley – Yea, Commissioner Sheldon – Abstain.

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

**VII. Old Business**

**A. 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.

**B. Emergency Response Plan**

There was discussion between the Board and the general manager on the emergency response plan, to include when and how often the Board should meet to get the plan put together and codified.

Commissioner Brake directs the office manager to use the District’s online scheduler to propose a couple of dates and times that the board could hold a workshop to determine scope and goals.

No action was taken.

**VIII. New Business**

None scheduled.

**IX. 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.

**X. Board Member Comments**

Commissioner Sheldon moved to move the February regular meeting from Tuesday February 21, 2017 at 11:00 a.m. to Friday February 17, 2017 at 1:00 p.m.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to reschedule the February regular meeting passed unanimously.

**XI. Future Agenda Items**

None.

**XII. Adjournment**

Commissioner Brake adjourned the meeting at 1:10 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: \_\_\_\_\_