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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 6:00 p.m., Monday, June 19, 2017 at the office of North Beach Water District, 2122 272<sup>nd</sup> Street, Ocean Park, Washington.

### **I. Call to Order:**

Commissioner Brake called the regular meeting to order at 6:00 p.m.

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

Commissioners Present:

Gwen Brake, Glenn Ripley, 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 passed unanimously.

### **IV. Public Comment**

None.

### **V. Consent Calendar**

**A. 5-22-17 Regular Meeting Minutes**

**B. 6-1-17 Special Meeting Minutes**

**C. 6-8-17 Special Meeting Minutes**

**D. Lien Report**

**E. Budget to Date**

**F. Financial Summary**

**G. District Expenses**

Commissioner Sheldon moved to approve the consent calendar.

Commissioner Ripley seconded the motion.

There is brief discussion on the consent calendar.

Commissioner Brake called for a vote.

The motion to approve the consent calendar passed unanimously.

**VI. Old Business**

**A. Emergency Management Plan Update**

No discussion.

No action was taken.

**VII. New Business**

**A. Resolution 05-2017 Transfer Of District Funds**

The general manager gave a presentation on Resolution 05-2017.

There was discussion between the general manager and the board on Resolution 05-2017.

Commissioner Ripley moved to approve Resolution 05-2017.

Commissioner Sheldon seconded the motion.

Commissioner Brake called for a vote.

The motion to approve Resolution 05-2017 passed unanimously.

**B. Resolution 06-2017 Adopting Foreman Job Description**

The general manager gave a presentation on Resolution 06-2017.

There was discussion between the general manager and the board on Resolution 06-2017.

Commissioner Sheldon moved to approve Resolution 06-2017.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to approve Resolution 06-2017 passed unanimously.

**C. Resolution 07-2017 Interagency Agreement With PCFD #1**

The general manager gave a presentation on Resolution 07-2017.

There was discussion between the general manager and the board on Resolution 07-2017.

Commissioner Sheldon moved to approve Resolution 07-2017.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to approve Resolution 07-2017 passed unanimously.

**D. Resolution 08-2017 Adopting Board Room Use Policy**

The general manager gave a presentation on Resolution 08-2017.

There was discussion between the general manager and the board on Resolution 08-2017.

No motion was made.

No action was taken.

Resolution 08-2017 was tabled pending modifications.

**VIII. General Managers Report**

**A. Water System Report**

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

**IX. Executive Session**

Commissioner Sheldon made a motion to enter into a 60 minute executive session per RCW 42.32.110 (2) to discuss a personnel issue.

Commissioner Ripley seconded the motion.

Commissioner Brake called for a vote.

The motion to enter into executive session passed unanimously.

Commissioner Brake put the board into executive session at 7:06 pm.

Commissioner Brake brought the board out of executive session at 8:03 pm.

Commissioner Brake put the board back into executive session at 8:03 pm.

Commissioner Brake brought the board out of executive session at 8:29 pm.

Commissioner Brake put the board back into executive session at 8:29 pm.

Commissioner Brake brought the board out of executive session at 8:59 pm.

**X. Report On Executive Session**

No action was taken.

**XI. Board Member Comments**

None.

**XII. Future Agenda Items**

None.

**XIII. Adjournment**

Commissioner Brake adjourned the meeting at 8:59 p.m.

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Brian Sheldon, Commissioner  
Position #1

Respectfully submitted for review and approval  
by:

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Jack McCarty,  
Office Manager

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Gwen Brake, Commissioner  
Position #2

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: \_\_\_\_\_

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Glenn Ripley, Commissioner  
Position #3