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Minutes of the Regular Meeting of the Board of Commissioners  
of North Beach Water District

These are the minutes of an adjourned regular meeting of the Board of Commissioners of North Beach Water District held at 10:00 a.m., Monday, September 25, 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 10:00 a.m.

**II. Roll Call:**

Commissioners Present:

Gwen Brake, Brian Sheldon

Staff present:

William Neal, general manager; Jack McCarty, office manager

Others present:

Melvin Hershinger, Mary Daicey, Ila Moore

**III. Adopt Agenda:**

Commissioner Sheldon moved to adopt the agenda.

Commissioner Brake seconded the motion.

Commissioner Brake called for a vote.

The motion to adopt the agenda passed unanimously.

**IV. Public Comment**

Melvin Hershinger and Mary Daicey petitioned the Board to have their due date changed because she doesn't get paid until the last Wednesday of the month.

The Board informed the customers that the due date is the same for everyone and recommended paying their bill as soon as they get paid which is about two weeks after the billing creation date. They were further instructed that if they pay their current balance and sign up for auto pay through Xpress they will not have to worry about their payment being late.

Ila Moore requested that the \$95 after-hours fee be removed because on the day the charge was assessed, she was not able to get into the meter box where her control valve was because the meter box lid was defective.

The Board agreed to waive the after-hours fee if the customer agreed to have a control valve installed outside of the meter box in its own irrigation box.

The customer agreed to the proposal.

**V. Consent Calendar**

- A. 8-21-17 Regular Meeting Minutes**
- B. Lien Report**
- C. Budget to Date**
- D. Financial Summary**
- E. District Expenses**

Commissioner Sheldon moved to approve the consent calendar.

Commissioner Brake 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**

There was discussion between the general manager and the board on the emergency response plan including possible equipment and upgrades to current infrastructure.

No action was taken.

**VII. New Business**

**A. WASWD Fall Conference 2017**

The general manager gave a short presentation on the WASWD fall 2017 conference and his attendance thereof.

There was discussion between the general manager and the Board on the WASWD fall 2017 conference.

No action was taken.

**B. WASWD Conference Letter**

The general manager presented a letter to the Board to authorize him to represent North Beach Water District at the WASWD fall 2017 conference.

Commissioner Brake signed the letter to authorize the general manager to represent North Beach Water District at the WASWD fall 2017 conference.

**C. Resolution 13-2017 Transfer Of District Funds**

The general manager gave a presentation on Resolution 13-2017.

There was discussion between the general manager and the Board on Resolution 13-2017.

Commissioner Sheldon moved to approve Resolution 13-2017.

Commissioner Brake seconded the motion.

Commissioner Brake called for a vote.

The motion to approve resolution 13-2017 passed unanimously.

**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 to include the lack of available funds due to the State not having a Capital Budget passed, (3) the status of the new well and well rehabilitation at the North Wellfield.

**IX. Board Member Comments**

None.

**X. Future Agenda Items**

None.

**XI. Adjournment**

Commissioner Brake adjourned the meeting at 11:51 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: 10-16-17