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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 4:00 p.m., Monday March 16, 2020 at the office of North Beach Water District, 2212 272<sup>nd</sup> Street, Ocean Park, Washington.

**I. Call to Order**

Commissioner Ripley called the regular meeting to order at 4:01 p.m.

**II. Roll Call:**

Commissioners Present:

Glenn Ripley, Gwen Brake, Brian Sheldon

Staff present:

Rick Gray, general manager. Bill Neal, general manager, John Bell, office manager

Others present:

None

**III. Adopt the Agenda**

Commissioner Sheldon moved to adopt the agenda.

Commissioner Brake seconded the motion.

Commissioner Brake moved to amend the agenda and move item 6A to item 4.

Commissioner Ripley called for a vote on the amended agenda.

The motion to adopt the amended agenda passed unanimously.

**IV. Old Business**

**A. Emergency Preparedness**

There was discussion between the general manager and the board regarding the Coronavirus.

Discussion on software to purchase that would allow us to have a meeting online if the commissioners were unable to attend. Will look into what is available.

No action was taken.

**V. Public Comment**

None.

**VI. Consent Calendar**

**A. 2-24-20 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 was discussion on the consent calendar.

Commissioner Ripley called for a vote.

The motion to approve the consent calendar passed unanimously.

**VII. New Business**

**A. Resolution 5-2020 – Approving a Refund Policy**

The general manager gave a presentation on Resolution 5-2020.

There was discussion between the general manager and the board on Resolution 5-2020.

Commissioner Sheldon moved to approve Resolution 5-2020.

Commissioner Brake seconded the motion.

Commissioner Ripley called for a vote.

The motion to approve Resolution 5-2020 passed unanimously.

**VIII. General Managers Report**

The general manager reported on (1) the use, sale, and loss of water, (2) the installation of the chlorination equipment at the SWF & NWF, and (3) employee training.

**IX. Executive Session**

None.

**X. Board Member Comments**

None.

**XI. Future Agenda Items**

None.

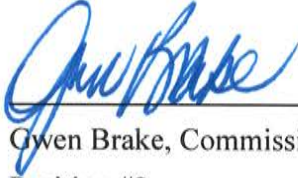
**XII. Adjournment**

Commissioner Ripley adjourned the meeting at 5:53 p.m.



Brian Sheldon, Commissioner

Position #1



Gwen Brake, Commissioner

Position #2



Glenn Ripley, Commissioner

Position #3

Respectfully submitted for review and approval  
by:



John Bell,  
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: 4-16-2020