## NORTH BEACH PUBLIC DEVELOPMENT AUTHORITY

## SPECIAL MEETING

## **April 17, 2006**

The meeting was called to order at 6:02 PM at the North Beach Water Office. Present were:

**Board Members:** 

**Brad Weatherby** 

Jim Hagen

Tom Downer

Ken Karch

R D Williams

Others:

Phillip Leach

Tom Frare

The minutes of the meeting of April 10<sup>th</sup> will be approved at the next regular meeting.

RD reported that the Pacific County Treasurer has received the balance of the PWTF Loan #2 of \$250,000.

Photographs and descriptions of all property of the PDA will be forwarded to the **Wash**. **Government Entity Pool** for the **insurance coverage**. We need to determine if, as a PDA, we are exempt from taxation. RD will send an inquiry letter to the County Assessor.

The Water Rate Resolution #05-2006 will be presented to the Board for final signatures next meeting. The dates on the document need to be corrected to April 10, 2006.

Phillip Leach presented the Board a proposal from RVS Utility Billing Systems of Austin, TX who has done our programming for our **billing system.** RD advised the Board that he wants the ability to send billings with a return envelope and a newsletter. Jim indicated he would like to see a history, much like that on the PUD bill. Tom Downer wants the ability to put as much information as possible on the bill. RD asked that Phillip have three proposals for programming for the next regular Board Meeting, so the proposal from RVS was tabled.

Phillip presented figures to the Board on the **Rate Analysis**. There were 69 commerical accounts not included in the computations. There is much more work to do on the Rate Analysis. We need to look at the equity between residential and commercial accounts and identify problems BEFORE they are problems, and certainly before customers ask.

Regarding a **Website**, Phillip advised that TGH Technologies of Ocean Park will create 5 E-mail boxes and a home page with up to 15 links for \$1500. Robert Library of the US Post Office has also expressed a willingness to create a website, possibly for less money. A suggestion was made that we could contact the high school to see if a student might create a website for us as part of their senior project.

Phillip advised the board that Washington State Health Department provides 3 CD's about **fluoridation**. These discuss rules, regulations, usage, etc. Port Angeles received a \$260,000 grant to initiate a fluoridation program. We really need to study to pros and cons; so far we have had only one request to look at it. At this time, there are no state mandates to use fluoride. We need to form a committee from the public at large to make a recommendation.

We need to continue looking at a **Job Description/Salary Package** that would include job and grade structure. Ken Karch has provided the Board with an Employee Manual as a starting point. He will serve as chairman for a "clearing house" for ideas on this.

RD signed the letter for the **Mayers/King Property.** Jim Hagen asked the Board for some flexibility in the amount we would be willing to pay. There was consensus to increase the offer up to an additional \$10,000. This was covered by a motion at the meeting of April 10. Motion by Jim Hagen, Seconded by Brad Weatherby to delay action on the property deal until we resolve the payment for the intertie project to PUD. Motion carried.

RD presented the Voucher Approvals for the Intertie Project. There was considerable discussion about the requests for payment by the PUD of a total of \$51,080 for the 3-phase service at the reservoir site on Ash. Jim Hagen will assist Tom Frare in negotiations with the PUD for the best possible location at the best possible price, keeping in mind that we are a public entity whose entire focus is service to the public. Motion by Tom Downer, Seconded by Jim Hagen, to pay the vouchers submitted for the Intertie Project in the amount of \$28,101.44, excluding the request for payment to PUD. Motion Carried.,

RD presented **Voucher Approvals for North Beach Water.** Motion by Jim Hagen, Seconded by Tom Downer, to approve payment of Vouchers #06-0041 through #06-0066 in the amount of \$20,481.30. Motion Carried.

RD presented the request for payment for March/April Payroll. Motion by Jim Hagen, seconded by Tom Downer, that we approve the payroll in the amount of \$21,493.92. Motion carried.

RD reported that he has approached the Surfside Homeowners Association about a **Memo of Mutual understanding with SHOA** wherein cooperation between SHOA and our employees would be understood in an emergency. Consensus was that this was good for both organizations.

A letter will be sent to Pacific County requesting formation of a water/sewer district.

The meeting adjourned at 8:45 PM.

RD Williams, President

President Celsa Johnson, Secretary