



**Minutes of the Special Meeting of the Board of
Commissioners of North Beach Water District**

These are the minutes of a special meeting of the Board of Commissioners of North Beach Water District held at 1:00 p.m., Monday May 23, 2016, at the office of North Beach Water District, 2212 272nd Street, Ocean Park, Washington.

I. Call to Order:

Commissioner Brake called the special meeting of the Board of Commissioners of North Beach Water District to order at 1:00 p.m.

II. Roll Call:

Commissioners Present:

Brian Sheldon, Gwen Brake

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 Brake seconded the motion.

Commissioner Brake made a motion to agenda item 4 down to agenda item 7, and add agenda item 8 to evaluate Resolution 18-2016.

Commissioner Sheldon seconded the motion.

Commissioner Sheldon called for a vote.

The motion to adopt the agenda as amended passed unanimously.

IV. Review Of Boil Water Incident

The general manager gives a point by point presentation of the events that lead to the April 2016 boil water advisory and the District's response to the incident.

No action was taken.

v. Consider Worksheet

There is discussion between all attendees on how the district responded to the boil water incident.

The discussion covered what was done well, what could have been done better, and what should have been done that wasn't.

There is further discussion on the best way to get the information to the largest amount of rate payers.

No action was taken.

vi. Delineate Recommended Additions, Deletions, or Amendments To Protocols

Commissioner Brake requests that in addition to the Coliform Monitoring Plan, the District keeps a standalone emergency response plan for potential future boil water incidents.

Commissioner Sheldon requests the general manager look into the possibility of using the tsunami warning system speakers to make boil water announcements.

The general manager states that he would take the information from the meeting to update the District's policies and improve how the District notifies customers as a whole and high risk commercial customers in particular.

vii. Resolution 17-2016 Procurement Of A Used Dump Truck

The general manager gave a presentation on Resolution 17-2016.

There was discussion on Resolution 17-2016.

Commissioner Sheldon moved to adopt Resolution 17-2016 authorizing the general manager to spend up to \$50,000 including tax and title on a used dump truck.

Commissioner Brake seconded the motion.

Commissioner Brake called for a vote.

The motion to adopt the Resolution passed unanimously.

viii. Resolution 18-2016 Procurement Of A Used Mini-Excavator

The general manager gave a presentation on Resolution 18-2016.

There was discussion on Resolution 18-2016.

Commissioner Sheldon moved to adopt Resolution 18-2016 authorizing the general

manager to spend up to \$30,000 plus warranty up to \$2,800 on a used mini-excavator.

Commissioner Brake seconded the motion.

Commissioner Brake called for a vote.

The motion to adopt the Resolution passed unanimously.

ix. Board Member Comments

Commissioner Sheldon states that he would like to start looking at a policy on how the District will let other groups use the conference room.

x. Adjournment

Commissioner Brake adjourned the meeting at 3:15 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: _____