



---

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

These are the minutes of the regular meeting of the Board of Commissioners of North Beach Water District held at 4:00 p.m., Monday March 20, 2023, at the office of North Beach Water District, 2212 272<sup>nd</sup> Street, Ocean Park, Washington.

**I. Call to Order:**

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

**II. Roll Call:**

Commissioners present:

Brian Sheldon, Glenn Ripley, Gwen Brake

Staff present:

Rick Gray, general manager, John Bell, office manager

Others present:

None.

**III. Adopt Agenda:**

Commissioner Ripley moved to adopt the agenda.

Commissioner Brake seconded the motion.

Commissioner Sheldon made a motion to amend the agenda to add an executive session for 20 minutes.

Commissioner Sheldon moved to adopt the amended agenda.

Commissioner Ripley seconded the amended motion.

Commissioner Sheldon called for a vote on the amended agenda.

The motion to adopt the amended agenda passed unanimously.

**IV. Public Comment:**

Customer Terry Iddings was present to ask about our flushing program and to inquire about how we notify customers.

There was discussion between Terry, the general manager and the commissioners on this issue.

The commissioners would like to see better notification to customers in the future.

The general manager will work on ways to notify customers the month prior as well as options to let them know when we will be flushing in certain areas.

- v. Consent Calendar:**
  - A. 2-21-23 Regular Meeting Minutes**
  - B. Lien Report**
  - C. Budget To Date**
  - D. Financial Summary**
  - E. District Expenses**

Commissioner Ripley moved to approve the consent calendar.

Commissioner Brake seconded the motion.

There was discussion on the consent calendar.

Commissioner Sheldon called for a vote.

The motion to approve the consent calendar passed unanimously,

**vi. Old Business:**

**A. Emergency Response Plan**

Commissioner Brake would like to see the District work on creating a fire escape plan and to practice with all employees.

The general manager will work on creating that plan.

**vii. New Business:**

None.

**viii. General Managers Report:**

The office manager reported on (1) the use, sale, and loss of water, (2) the status of the dump truck, and (3) the upcoming cleaning of the reservoirs.

**ix. Executive Session:**

Commissioner Sheldon entered into a 20-minute executive session per RCW 42.32.110 to discuss a possible property acquisition.

Commissioner Sheldon entered into executive session at 4:29 pm.

Commissioner Sheldon brought the board out of executive session at 4:50 pm.

Commissioner Sheldon entered back into executive session for 20 more minutes.

Commissioner Sheldon entered into executive session at 4:50 pm.

Commissioner Sheldon brought the board out of executive session at 5:09 pm.

**x. Report on Executive Session:**

The board gave the general manager directions to meet with the potential land owner to discuss the offer that was agreed upon and to relay that information back to the board.

The general manager will contact the land owner first thing tomorrow morning.

**XI. Board Member Comments:**

Commissioner Brake would like the office manager to look into headphones for commissioners when they are meeting virtually to help with the lag time when speaking.

**XII. Future Agenda Items:**

None.

**XIII. Adjournment:**

Commissioner Sheldon adjourned the meeting at 5:12 p.m.

\_\_\_\_\_  
Brian Sheldon, Commissioner  
Position #1

Respectfully submitted for review and approval  
by:

\_\_\_\_\_  
John Bell,  
Office Manager

\_\_\_\_\_  
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: \_\_\_\_\_

\_\_\_\_\_  
Glenn Ripley, Commissioner  
Position #3