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**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 April 17, 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 4:00 p.m.

**II. Roll Call:**

Commissioners present:

Brian Sheldon, Glenn Ripley, Gwen Brake

Staff present:

John Bell, office manager

Others present:

None.

**III. Adopt Agenda:**

Commissioner Brake moved to adopt the agenda.

Commissioner Ripley seconded the motion.

Commissioner Brake made a motion to amend the agenda to add item 7A “Property Acquisition Documents” under New Business.

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 Craig Skipton was present to see about a possible senior discount and to find out why when they are not at the property that they are still billed a monthly charge.

There was discussion between Craig and the commissioners on this issue the customer was informed that if a meter is installed at the property that there will be a monthly fee whether the water is used or not.

**V. Consent Calendar:**

**A. 3-20-23 Regular Meeting Minutes**

**B. 3-24-23 Special Meeting Minutes**

**C. Lien Report**

**D. Budget To Date**

**E. Financial Summary**

**F. District Expenses**

Commissioner Brake moved to approve the consent calendar.

Commissioner Ripley 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**

The office manager informed the commissioners of the used message board that was purchased to be used to inform the community of emergencies.

There was discussion between the office manager and the commissioners regarding the board.

**VII. New Business:**

**A. Property Acquisition Documents**

The commissioners and office manager first reviewed the septic inspection report.

There was discussion between the commissioners and they all agreed that the report was good.

Second was the disclosure statement. Again there were discussions amongst the commissioners on what was reported. All agreed that it looked good.

Commissioner Brake made a motion to approve the purchase of property and to allow the general manager Rick Gray to sign on behalf of North Beach Water.

Commissioner Ripley seconded the motion.

Commissioner Sheldon called for a vote on the purchase of the property and giving Rick Gray authority to be the signer for the district.

The motion to approve the purchase of the property and for Rick Gray to be the signer for the district passed unanimously.

**VIII. General Managers Report:**

The office manager reported on (1) the use, sale, and loss of water, (2) the new look of the report, and (3) the operations data.

**IX. Executive Session:**

**X. Report on Executive Session:**

**XI. Board Member Comments:**

**XII. Future Agenda Items:**

None.

**XIII. Adjournment:**

Commissioner Sheldon adjourned the meeting at 5:07 p.m.

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Brian Sheldon, Commissioner  
Position #1

Respectfully submitted for review and approval  
by:

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John Bell,  
Office Manager

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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: \_\_\_\_\_

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Glenn Ripley, Commissioner  
Position #3