



## 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 September 18, 2023, at the office of North Beach Water District, 2212 272<sup>nd</sup> Street, Ocean Park, Washington.

### **I. Call to Order:**

Commissioner Brake 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:

Roy Sheldon

### **III. Adopt Agenda:**

Commissioner Ripley moved to adopt the agenda.

Commissioner Sheldon seconded the motion.

Commissioner Brake called for a vote on the agenda.

The motion to approve the agenda passed unanimously.

Commissioner Brake made a motion to amend the agenda and move 7B to item 4 "Public Comment".

Commissioner Ripley moved to adopt the amended agenda.

Commissioner Sheldon seconded the amended agenda.

Commissioner Brake called for a vote on the amended agenda.

The motion to approve the amended agenda passed unanimously.

### **IV. Public Comment:**

Roy Sheldon was in attendance asking the commissioners to grant him permission to have his service installed outside our gate at the South Wellfield but for his service line to run along our fence to his property.

The commissioners and general manager discussed this and decided that there were no issues to this request and granted the request.

The general manager will work with the customer on meter placement and the location of their water line.

**v. Consent Calendar:**

**A. 8-21-23 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 Sheldon seconded the motion.

There was discussion on the consent calendar.

Commissioner Brake called for a vote.

The motion to approve the consent calendar passed unanimously,

**vi. Old Business:**

**A. Emergency Response Plan**

There was a discussion between the general manager and the board on private wells and what our response will be to individuals who need assistance when their wells dry up. The general manager is looking into having emergency containers on hand in case this happens, and they need water.

**vii. New Business:**

**A. Flushing Program**

There was discussion between the board and the general manager regarding changing the flushing program to twice a year to quarterly. The general manager wants to flush the system prior to high usage times. Looking at March, June, September, and December. The board suggested maybe three times and get rid of the December flush and maybe do two flushes during the summer months.

**viii. General Managers Report:**

The office manager reported on (1) the use, sale, and loss of water, (2) the sanitary survey, and (3) the progress of the Water System Plan.

**ix. Executive Session:**

**x. Report on Executive Session:**

**xi. Board Member Comments:**

**xii. Future Agenda Items:**

**xiii. Adjournment:**

Commissioner Brake adjourned the meeting at 5:20 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