

**Beverly Beach Water District Minutes  
Board of Commissioners Meeting  
January 21st, 2026, at 6:00 p.m.  
Beverly Beach Water District Office**

**Call to Order 6:02 pm**

The meeting was called to order by President Kristen Milligan.

In attendance were Kristen Milligan, Kendra Holloway, Roger Rees, Marilyne Coblentz  
Leon Nelson and with guests Julie W.(?) and Jared K. (JR?).

Introductions all around.

**Review Previous Meeting Minutes 6:07 pm**

Minutes from December were reviewed and approved with one minor revision changing  
“shut off valves “ to “isolation valves” and “blow off valves”

Motion: Kristen moved, Roger second and approved by Kendra, Marilyne and Roger.

No dissenters.

6:10 pm: Decision to approve bills in advance of other reports.

Motion: pay NWN bill of \$5,894.43

Roger moved, Leon second and approved by Kristen, Kendra and Marilyne. No dissenters.

Motion: pay insurance 2026 SDIS bill of \$10,779.00

Kendra moved, Marilyne second and approved by Kristen, Roger and Leon. No dissenters.

Discussion concerning Bookkeeping (do we need/want a CPA?)

**President’s Report 6:20 pm**

(Presidents report is on the Beverly Beach website)

Motion: Kristen resigning, last day will be tomorrow, 22 January 2026.

Kendra moved, Roger second and approved by Marilyne, Kristen, and Leon. No dissenters

Motion 6:25 pm: allow Kristen to be a volunteer

Kristen moved, Kendra second and approved by Marilyne, Roger and Leon. No dissenters.

Discussion concerning points of contact (poc)

Need to appoint new “point of contact (poc)” for insurance, can be deferred to future agenda

Need to appoint poc for web site maintenance

NWN liaison/poc and expectations deferred to future meeting

Motion 6:40 pm: Roger is current temporary poc for pump work

Kristen moved, Kendra second and approved by Marilyne, Roger and Leon. No dissenters.

Motion: Roger to meet with NWN

Kristen moved, Kendra second and approved by Marilyne, Roger and Leon. No dissenters.

Discussions concerning current insurance: SDIS coverage and fidelity bond for board members

NWN submit master plan proposal?

Discussion concerning getting grants for building master planning

speculation: cost of building master plan could range from \$50k to \$74k

will revisit at special meeting tomorrow

Website will be updated on the 23 to reflect vacancy for new board member

Website front page has system update for current water plant problems

Discussion concerning internet access and email: Marilyne will investigate

Federal guidelines for website, security, screen readers, etc. Deadline is Apr. 2027

### **Operator's Report 6:47 pm**

NWN master plan report includes priorities

Water level in plant reduces by 1ft. per day, only 5ft. left on Monday

In emergency possibly get water from park – Tim to investigate

7:08 pm: Discussion of NWN notification of emergency

Motion 7:14 pm: notification of emergency by NWN if pumps not fixed by tomorrow

Kristen moved, Kendra second and approved by Marilyne, Roger and Leon. No dissenters.

Motion 7:14 pm: emergency email to be sent out and message to be posted to website

Kristen moved, Marilyne second and approved by Kendra, Roger and Leon. No dissenters.

Motion 7:17 pm: NWN should be asked to take on emergencies by Kendra

Kristen moved, Kendra, second and approved by Marilyn, Roger and Leon. No dissenters.

Roger provided information related to the fire hydrant issues

NWN estimated costs of \$20,000 per hydrant seemed to high even with an isolation valve

cost of \$1,000 but make take into account other breakage that may occur during repair

Kendra contacted the Fire Chief who was not very responsive but may help with funding

### **Community Engagement 7:17 pm**

Kendra organized an emergency preparedness meeting for Saturday the 24<sup>th</sup> of January from 10:30 to 12:00, Zoom set up and available for those who cannot attend.

### **Treasurer's Report 7:30 pm**

A new budget will probably be needed due to the cost of repair and/or replacement

of current pumps which would likely entail a possible rate or property tax increase

Kristen brought up the question of who would now be the administrator of bank accounts

Deferred to tomorrow's Special Budget Meeting from 6:00 to 7:30 pm

### **Other Continuing and New Business**

7:34 pm: Marilyne suggested changing the board meetings to a different day.

Motion 7:37pm: Change board meeting to the 2nd Wednesday of each month starting Feb. 11th

Kendra moved, Leon second and approved by Marilyne, Kristen, and Roger. No dissenters

### **Adjourn 7:40 pm**

Kendra moved, Marilyne second, approved by Kristen, Roger, and Leon. No dissenters.

Respectfully submitted,

Leon Nelson