

**POINT ROBERTS WATER DISTRICT NO. 4**

**Regular Scheduled Meeting of  
November 8<sup>th</sup>, 2007**

**MINUTES**

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 7:01 p.m. In attendance were Commissioners Anderson, Meursing, Hackleman, and Manager Bourks.

1. **SECRETARY:** Commissioner Hackleman moved to nominate Commissioner Meursing to the position of Secretary of the Board. The motion was seconded by Commissioner Anderson and passed.
2. **GUESTS AND COMMENTS:**  
  
Tom Hollett  
Hamilton Pyles
3. **MINUTES:** The minutes of the Regular Scheduled Meeting of October 11th, 2007 were read. Commissioner Meursing moved to accept them as read. Commissioner Hackleman seconded the motion which passed.
4. **VOUCHERS:** The motion was made by Commissioner Hackleman to accept the Vouchers for November in the amount of \$51,429.62. The motion was seconded by Commissioner Meursing and passed.

<b><u>Description</u></b>	<b><u>Amount</u></b>
Avocet Environmental Testing	245.00
Chevron	300.62
Commercial Card Solutions JP Morgan Chase	73.28
Commissioner Anderson	90.00
Commissioner Hackleman	90.00
Commissioner Meursing	90.00
Dan Bourks	40.00
Greater Bay Capital	22.40
Hach Company	190.45
Inslee, Best, Doezie & Ryder, P. S.	630.00
J-Man Trucking	308.11
MCI	44.14
Myrdal Construction	278.70
Nielson's Building Center	19.36

Patrick Schinkez	225.00
PRWD Imprest Account	41,001.53
Puget Sound Energy	528.00
Regence Blue Shield	3,622.17
Rumax	850.00
Security Life Insurance Co. of America	241.69
SuzAnne Kinsey	49.50
Utilities Underground Location Center	10.80
WA State Department of Health	377.00
WA State Department of Retirement	514.35
Water and Sewer Risk Management Pool	1,000.00
Whatcom County Road Fund	375.00
Whidbey Telecom	212.52

**TOTAL AMOUNT: \$51,429.62**

2. Commissioner signed Manager Bourks Timesheet.
3. The Commissioners signed the Payroll for November 2007.
4. Commissioner signed Adjustments 20 & 21.

**5. MANAGERS REPORT:**

**A. Financial:**

1. To date there is \$198,095.01 invested in the 804 General Fund.

**6. OLD BUSINESS:**

- A. The Washington State Department of Health has approved the Continuous Chlorine Analyzer.

**7. CORRESPONDENCE:**

- A. The letter from Jack James was read and the decision of the Board was not to remove the late fees from the account. The fees should have been paid out at closing by the Title Company.
- B. The letter from Lawrence Lim, of Fly N Fish Apartments, was read. The decision of the Board was not to remove the late fee as he has been late in the past.
- C. The letter from Waltraud Schneider is for information only. She will be in to see Manager Bourks regarding her allotment connection.

**8. NEW BUSINESS:**

- A. A checking account has been set up with Sterling Savings Bank of Point Roberts. This account is to be used to refund any monies left after an installation for a connection has been completed. The refunds will be presented at each meeting and the checks will be signed by Manager Bourks and the signing Commissioner.
- B. Manager Bourks reported on the Drinking Water Seminar he attended regarding the new requirements for Water Use Efficiency. The District will need to set new goals and is required to hold a public meeting before January 22nd, 2008.

**9. COMMISSIONER'S COMMENTS:**

The next meeting of the Board of Commissioners is December 13<sup>th</sup>, 2007 at 7:00 p.m.

As the Commissioners had no further comments, Commissioner Meursing moved to adjourn the meeting at 8:24 p.m. The motion was seconded by Commissioner Hackleman and passed.

\_\_\_\_\_  
N. Madeleine Anderson – Chair

\_\_\_\_\_  
Scott Hackleman - Commissioner

\_\_\_\_\_  
Bill Meursing - Secretary

Date: \_\_\_\_\_