

**POINT ROBERTS WATER DISTRICT NO. 4**

**Regular Scheduled Meeting of  
February 10<sup>th</sup>, 2005**

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 7:00 p.m. In attendance were Commissioners Anderson, Wilkowski, Johnson and Manager Bourks. Guests included Meg Olson from the All Point Bulletin and Syd Wallace.

1. **MINUTES:** A motion was made by Commissioner Wilkowski to approve the minutes of the Regular Scheduled Meeting of January 13<sup>th</sup>, 2005. The motion was seconded by Commissioner Johnson. The motion passed unanimously.
2. **AGENDA:** Commissioner Wilkowski moved to have the Guests and Comments portion of the meeting moved to No. 2 on the Agenda. This would allow the Board to hear from Syd Wallace from the Infrastructure Task Group of the Point Roberts Planning & Development Committee. The motion was seconded by Commissioner Johnson and passed unanimously.
3. **GUESTS AND COMMENTS:** Syd Wallace, from the Infrastructure Task Group of the Point Roberts Planning & Development Committee, presented printed material to the Commissioner's on Membrane Bioreactor (MBR) Design and a history of the development of the STEP system up to 1996.
4. **VOUCHERS:** A motion was made by Commissioner Wilkowski and seconded by Commissioner Johnson to approve the Vouchers for February 2005 in the amount of \$102,054.70. The motion passed unanimously.

<b><u>Description</u></b>	<b><u>Amount</u></b>
Avocet Environmental Testing	45.00
Chevron	282.10
Commercial Card Solutions JP Morgan Chase	15.00
Diehl Ford, Inc.	763.13
Hammond Collier Wade Livingstone	4,512.75
MCI	45.50
Myrdal Construction	454.44
Nielson's Building Center	61.60
PRWD Imprest Account	17638.91
Puget Sound Energy	585.00
RVS Software	1,425.88
Regence Blue Shield	3,270.51
Rumax	850.00

Security Life Insurance Co. of America	307.50
Tiger Construction	68,135.74
Viking Office Products	31.84
WA Association of Sewer and Water Districts	130.00
WA State Department of Health	3,136.00
WA State Department of Retirement	96.69
Whidbey Telecom	267.11

**TOTAL AMOUNT: \$102,054.70**

**5. MANAGERS REPORT:**

**A. System**

1. Functioning properly.

**B. Financial:**

1. To date there is \$444,286.29 invested in the 804 General Fund; \$17,901.38 uninvested.

**6. OLD BUSINESS:**

**7. NEW BUSINESS:**

1. Commissioner Wilkowski signed Manager Bourks timesheet.
2. Commissioners signed the payroll for February 2005.
3. The Board will move forward with the Rate Survey. An advertisement is to be placed in the Seattle Daily Journal of Commerce and the Bellingham Herald.
4. A motion was made by Commissioner Wilkowski to approve the Budget for 2005. The motion was seconded by Commissioner Johnson and passed unanimously.
5. Resolution No. 568 establishing District imposed fees on all returned check items from the Whatcom County Treasurer's Office was presented to the Board. The fees will increase to \$40.00 U. S. on all U. S. and Canadian checks. A motion was made by Commissioner Wilkowski to accept the resolution. The motion was seconded by Commissioner Johnson and passed unanimously.

**8. COMMISSIONER'S COMMENTS:** The next meeting of the Board of Commissioners is March 10<sup>th</sup>, 2005 at 7:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 7:37 p.m.

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N. Madeleine Anderson – Chair

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Arthur Wilkowski - Secretary

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Susan M. Johnson - Commissioner

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

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02/11/05