

**POINT ROBERTS WATER DISTRICT NO. 4**

**Regular Scheduled Meeting of  
July 8<sup>th</sup>, 2008**

**MINUTES**

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 7:08 p.m. In attendance were Commissioners Anderson, Hackleman, Meursing and Manager Bourks.

1. **BILL REYNOLDS:** from Hammond Collier Wade Livingstone discussed the Water Main Replacement Contract with the Board. He stated that applications for the Drinking Water State Revolving Fund were only accepted once a year and the next date would be May, 2009.

Public Works Trust Fund Loan applications are accepted each month. It takes 2 months for approval of a loan and interest rates run from ½% - 2% depending on what funds the District puts down. The loans run for 20 years.

The Water Comprehensive Plan is still with the Department of Health for review. It should be finalized by July 31<sup>st</sup>, 2008.

The Scope of Work for bids on the Meter Installations and the Chlorine Monitoring System should be ready by July 31<sup>st</sup> 2008.

Bill Reynolds also fielded questions from the Commissioners and those present regarding the Water Comprehensive Plan. He clarified the process by which the 741 pending ERU's were arrived at reiterating that the Comprehensive Plan is still at the Department of Health for review, and that it should be finalized by July 31<sup>st</sup>, 2008.

2. **GUESTS AND COMMENTS:**

Steve McKay requested an extension for payment of the 17 connections for the Point Roberts Marina. The Commissioners informed him that no extension could be granted as the terms in Resolution No. 591 were specific to the MIR applications.

3. **MINUTES:** The minutes of the Regular Scheduled Meeting of May 13, 2008 were read. Commissioner Hackleman moved to accept them. Commissioner Anderson seconded the motion which passed. The Minutes of the Regular Scheduled Meeting of June 10, 2008 were read. Commissioner Meursing moved to accept them. Commissioner Anderson seconded the motion which passed.
3. **VOUCHERS:** A motion was made by Commissioner Hackleman to accept the Vouchers for July in the amount of \$63,055.52. The motion was seconded by Commissioner Meursing and passed.

2. Commissioner signed Manager Bourks Timesheet.

3. The Commissioners signed the Payroll for July 2008.

4. Commissioner signed Adjustments 10 & 11.

<b><u>Description</u></b>	<b><u>Amount</u></b>
Avocet Environmental Testing	60.00
Bellingham Business Machines	2,710.00
Chevron	902.31
Commercial Card Solutions - JP Morgan Chase	1,319.52
Commissioner Anderson	90.00
Commissioner Hackleman	90.00
Commissioner Meursing	90.00
H. D. Fowler Company	462.70
HD Supply Waterworks	2,181.36
Hasler Mailing Systems	86.30
MCI	82.00
Madden Construction	346.88
Myrdal Construction	853.65
Nielson's Building Center	222.01
Office Depot	88.90
PRWD Imprest Account	32,889.73
Patrick Schinkez	425.00
Printing For You	730.36
Puget Sound Energy	655.00
Regence Blue Shield	4,123.33
Rumax	850.00
Security Life Insurance Co. of America	260.63
SuzAnne Kinsey	44.00
The Bellingham Herald	180.79
USA Mobility	3.42
Utilities Underground Location Center	16.80
WA State Department of Retirement	765.51
WA State Department of Revenue	11,915.61
Wells Fargo Financial Capital Finance	321.95
Whatcom County Road Fund	75.00
Whidbey Telecom	212.76
<b>TOTAL AMOUNT:</b>	<b>\$63,055.52</b>

**5. MANAGERS REPORT:**

**A. Financial:**

1. To date there is \$866,237.68 invested.

**6. CORRESPONDENCE:**

- A. None

**6. OLD BUSINESS:**

A. None

**7. NEW BUSINESS:**

- A. Steve McKay was handled under Guests and Comments.
- B. Fire Chief, Bill Skinner has requested a modification to the existing Easement Agreement that would allow the Fire Department to utilize the Northeast portion of the Benson Road property for a training facility. The Board has no objection but would like comments from Attorney John Milne before a final motion is taken. This will be done at the next meeting.
- C. A motion was made by Commissioner Hackleman and seconded by Commissioner Meursing to accept Resolution No. 604. This is a Resolution to establish a new rate of \$46.00 U. S. Funds to be charged against all returned Canadian and U. S. checks. The motion passed.
- D. A Refund to Account No. 2132 was issued for Meter Installation.

**8. COMMISSIONER'S COMMENTS:**

The next Regular Meeting of the Board of Commissioners is August 12, 2008 at 7:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 8:24 p.m. by a motion from Commissioner Hackleman and seconded by Commissioner Meursing.

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N. Madeleine Anderson – Chair

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William H. Meursing - Secretary

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Scott Hackleman - Commissioner

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