

POINT ROBERTS WATER DISTRICT NO. 4

**Regular Scheduled Meeting of
January 8, 2013**

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 5:04 p.m. In attendance were Commissioners Anderson, Hackleman, Manager Bourks, and district staff Gigi Leeking.

1. Election of Officers for 2011

Commissioner Anderson nominates Commissioner Hackleman for the position of Chairman for the year 2013, seconded by Commissioner Hackleman. Commissioner Hackleman nominated Commissioner Anderson for the position of Secretary for the year 2013, seconded by Commissioner Anderson. Motions passed.

2. GUESTS AND COMMENTS:

Jody Hackleman

- 3. MINUTES:** The Minutes of the Regular Scheduled Meeting of December 11, 2012 were read. Commissioner Anderson moved to accept them as read. Commissioner Hackleman seconded the motion which passed.

4. APPROVAL: 1. A motion was made by Commissioner Anderson to accept the December Year End 2012 Vouchers in the amount of \$91,861.22. The motion was seconded by Commissioner Hackleman and passed. A motion was made by Commissioner Anderson to accept the January 2013 Vouchers in the amount of \$8,536.62. The motion was seconded by Commissioner Hackleman and passed.

2. Commissioner signed Manager Bourks Timesheet
3. The Commissioners signed the Payroll for January 2013.
4. The Commissioners signed Adjustment # 38,39,40,& 1
5. The Commissioners signed (4) four Cancel Warrant Requests

4. MANAGERS REPORT:

A. Financial:

1. To date, there is \$777,846.94 invested in the 804 General Fund.
2. Meter readings & billing for Nov. & Dec. completed, \$175,500.00 in water sales. Total sales for 2012 \$1,150,000.00
3. Water Main Repairs for 2012 (7) seven.
4. Will prepare working budget for next meeting

5. CORRESPONDENCE:

A. None

6. OLD BUSINESS:

A. None

7. NEW BUSINESS:

- A. Commissioner Hackleman suggests a special meeting to be held on February 22, 2013 to discuss rate structure for 2013 and disconnect policy.
- B. Commissioner Hackleman suggests that employee evaluations to be done in March or April of 2013

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be February 12, 2013 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:25 p.m. on a motion from Commissioner Anderson.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

William H. Meursing - Commissioner

Date: _____