

POINT ROBERTS WATER DISTRICT NO. 4

**Special Meeting of
December 9, 2015**

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 5:00 p.m. In attendance were Commissioners Anderson, Commissioner Reber, Commissioner Hackleman, Manager Bourks and district staff Gigi Leeking.

1. GUESTS AND COMMENTS:

Meg Olson and Rhianon Allen

2. OATH OF OFFICE:

Commissioner Anderson and Commissioner Reber took their Oath of Office

3. MINUTES: The Minutes of the Special Meeting of November 12, 2015 were read. Commissioner Anderson moved to accept them as read. Commissioner Hackleman seconded the motion which passed..

4. APPROVAL:

- A. A motion was made by Commissioner Reber to accept the November 2015 Vouchers in the amount of \$111,079.59. The motion was seconded by Commissioner Anderson and passed.
- B. The Commissioner signed Manager Bourks Timesheet.
- C. The Commissioners signed payroll for December 2015.
- D. The Commissioners signed adjustments # 40 & 41
- E. The Commissioners signed Payroll Change Form

5. MANAGERS REPORT:

- A. To date, there is \$1,422,752.90 invested in the 804 General Fund.
- B. Main break 416 Sunset Drive November 30, 2015.
- C. Hired Gradeworks to finish Province Road and Calgary Way tie in.
- D. Will prepare 2016 budget for January 2016 meeting.
- E. Filled Field Operator position – Casey Hubbard start date Dec. 11/15.
- F. 2014 sales \$1,453,280.48, 2015 sales to end of Oct. \$1,357,027.00
- G. Nov. & Dec. estimated revenue \$246,000.00 projected sales for 2015 \$1,603,027.00

6. CORRESPONDENCE:

- A. Letter from Carol McPherson, Commissioners approved managements response to Carol McPherson's letter.

7. OLD BUSINESS:

A. None

8. NEW BUSINESS:

A. None

9. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be January 12, 2016 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:26 p.m. on a motion from Commissioner Reber.

Scott Hackleman - Chairman

N. Madeleine Anderson – Secretary

Arthur Reber - Commissioner

Date: _____