

POINT ROBERTS WATER DISTRICT NO. 4

**Special Scheduled Meeting of
July 10th, 2007**

MINUTES

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 and Coe.

1. COMMISSIONER APPOINTMENT:

Commissioner Coe moved to appoint William H. Meursing to the Board to fill the vacated Commissioner Position 3 for the remaining term until the election. The motion was seconded by Commissioner Anderson and passed.

2. GUESTS AND COMMENTS:

- 3. MINUTES:** The minutes of the Regular Scheduled Meeting of June 14th, 2007 were read. Commissioner Coe moved to accept them. Commissioner Anderson seconded the motion which passed.

The minutes of the Special Scheduled Meeting of June 19th, 2007 were read. Commissioner Coe moved to accept them. Commissioner Anderson seconded the motion which passed.

Commissioner Coe moved to accept the minutes of the Special Scheduled Meeting of June 22nd, 2007. Commissioner Meursing seconded the motion which passed.

- 4. VOUCHERS:** A motion was made by Commissioner Coe to accept the Vouchers for July in the amount of \$39,792.87. The motion was seconded by Commissioner Anderson and passed.

<u>Description</u>	<u>Amount</u>
Avocet Environmental Testing	60.00
Chevron	813.87
Commercial Card Solutions - JP Morgan Chase	2,388.49
Corpolongo and Associates	150.00
H. D. Fowler Company	312.08
Hasler Mailing Systems	91.30
Inslee, Best, Doezie & Ryder PS	1,484.06
J-Man Trucking	265.37
MCI	55.33
Myrdal Construction	216.80
Nielson's Building Center	46.97

PRWD Imprest Account	18,068.27
PRWD Petty Cash	194.77
Patrick Schinkez	900.00
Printing For You	603.52
Puget Sound Energy	700.00
Regence Blue Shield	3,622.17
Rumax	850.00
Security Life Insurance Co. of America	241.69
SuzAnne Kinsey	176.00
The Bellingham Herald	142.20
United States Postal Service	2,000.00
WA State Department of Revenue	5,683.68
WA State Department of Retirement	513.51
Whidbey Telecom	212.79

TOTAL AMOUNT: \$39,792.87

4. MANAGERS REPORT:

A. Financial:

1. To date there is \$55,033.01 invested.
2. Commissioner signed Manager Bourks Timesheet.
3. The Commissioners signed the Payroll for July 2007.

5. CORRESPONDENCE:

- A. The letter from Katherine Wells will require Manager Bourks speak with the attorney as there is currently a lien on the property for arrears in payments from 10 years ago.
- B. The Letter from Waltraud Schneider is to be reviewed by Manager Bourks before Secretary Coe replies with an answer.
- C. The letter from the Washington State Department of Health requesting a 90 day extension on approving the Water System Plan Update requires no response.

6. OLD BUSINESS:

- A. Pat Kelly is to continue to work at putting the Application for the Allocation on the website in PDF form. He will not be able to scan the Application until it has been finally drafted and approved.
- B. Manager Bourks has requested an extension from the Dept. of Health for the Chlorine Analyzer. Hammond, Collier, Wade, Livingstone are near completion of the design for the proposed monitoring station.

7. NEW BUSINESS:

- A. Resolution No. 589 has been tabled as the Commissioners want attorney John Milne to incorporate the current Washington State Government Standards or District Level Standards on reimbursement of travel and expenses etc., incurred on Commissioner business.
- B. The signing of the District Payroll Change Forms will be tabled until the Resolution No. 589 has been signed by the Commissioners. These forms are for the increase to the Commissioners per diem rate.
- C. A Special Meeting is to be arranged with attorney John Milne and Jay Regenstreif to discuss the Allotment Draft. Questions need to be addressed by both parties. We will try for July 20th, 2007 at 9:00 a.m.
- D. A motion was made by Commissioner Coe to sign Resolution 590 to extend the Moratorium to January 20th, 2008 unless otherwise terminated, modified or extended sooner by the District Board of Commissioners. The motion was seconded by Commissioner Meursing and passed.

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners is August 9th, at 7:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 8:45.p.m. by a motion from Commissioner Coe and seconded by Commissioner Meursing.

N. Madeleine Anderson – Chair

Reneé Coe - Secretary

William H. Meursing
Commissioner

Date: _____