

POINT ROBERTS WATER DISTRICT NO. 4

**Regular Scheduled Meeting of
January 13th, 2009**

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 7:03 p.m. In attendance were Commissioners Anderson, Hackleman, Meursing, and Manager Bourks.

- 1. ELECTION OF OFFICERS:** Commissioner Anderson nominated Commissioner Meursing for the position of Chairman for the year 2009. The motion was seconded by Commissioner Hackleman. The motion passed. Commissioner Meursing will accept the position.

Commissioner Meursing moved to nominate Commissioner Hackleman to the position of Secretary for the year 2009. Commissioner Anderson seconded the motion. The motion passed. Commissioner Hackleman will accept the position.

- 2. GUESTS AND COMMENTS:**

Doug Campbell, P.E. and Kenji Nose were here to represent the Point Roberts Golf Club. They are requesting a letter of understanding regarding moving ahead on the maintenance and operations agreement with the District. The Health Department is requesting a written agreement between the parties, prior to their final signing off of the septic permits for the housing on the Golf Course. Mr. Campbell will draft a letter to be reviewed by Attorney Milne and Mr. Milne will advise corrections or wording he would like the District to use.

- 3. MINUTES:** The Minutes of the Regular Scheduled Meeting for December 13th, 2008 were read. Commissioner Hackleman moved to accept them as read. Commissioner Anderson seconded the motion which passed.

- 4. VOUCHERS:** A motion was made by Commissioner Hackleman to accept the Year End Vouchers for 2008 in the amount of \$57,555.64. The motion was seconded by Commissioner Anderson. The motion passed.

A motion was made by Commissioner Anderson to accept the January 2009 Vouchers in the amount of \$9,760.30. The motion was seconded by Commissioner Hackleman and passed.

DECEMBER, 2008 - YEAR END

<u>Description</u>	<u>Amount</u>
Avocet Environmental Testing	30.00
Bob's Tractor Services	693.76

Brenntag Canada Inc.	412.35
Chevron	685.65
Commercial Card Solutions	1681.90
H D Fowler Company	27.73
HD Supply Waterworks	477.64
J-Man Trucking	1,065.89
MCI	40.56
Nielson's Building Center	263.54
PRWD Imprest Account	36,311.67
SuzAnne Kinsey	132.00
Technical Systems Inc.	219.92
Washington State Dept. of Revenue	10,766.08
Wells Fargo Financial	321.95
Whatcom County Road Fund	4,425.00

TOTAL AMOUNT: \$57,555.64

JANUARY, 2009

<u>Description</u>	<u>Amount</u>
Avocet Environmental Testing	15.00
Hasler Financial Services LLC	589.92
Nexxpost	183.43
Patrick Schinkez	925.00
Puget Sound Energy	895.67
Regence Blue Shield	4,502.53
Rumax	1,000.00
Security Life Insurance Co. of America	281.08
Tom Starrs - Billing	50.00
WA State Department of Retirement	755.08
Wells Fargo Financial	351.65
Whidbey Telecom	210.94

TOTAL AMOUNT: \$9,760.30

2. Commissioner signed Manager Bourks Timesheet
3. The Commissioners signed the Payroll for January 2009.
4. Commissioner signed Adjustment - 47

5. MANAGERS REPORT:

A. Financial:

1. To date there is \$1,127,033.87 invested.

6. CORRESPONDENCE:

- A. None

7. OLD BUSINESS:

- A. None

8. NEW BUSINESS:

- A. The letter and issues from Doug Campbell, P.E. of Associated Project Consultants, Inc. P.S. were discussed under Guests and Comments.
- B. A new check was signed for Account #2073 as the original was lost in the mail.
- C. The Budget for 2009 was reviewed and discussed.
- D. Commissioner Hackleman moved for a pay increase of 3.5% for District Staff. The motion was seconded by Commissioner Anderson and passed.

9. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be February 10th, 2009 at 7:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 8:08 p.m. on a motion from Commissioner Anderson and seconded by Commissioner Hackleman.

William H. Meursing – Chairman

Scott Hackleman - Secretary

N. Madeleine Anderson - Commissioner

Date: _____