

POINT ROBERTS WATER DISTRICT NO. 4

**Regular Scheduled Meeting of
February 13, 2018**

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, Reber, Manager Bourks, and district staff Gigi Leeking.

1. GUESTS AND COMMENTS:

Shannon Tomsen and Victor Riley

- 2. MINUTES:** The Minutes of the Regular Scheduled Meeting of January 9, 2018 were read. Commissioner Reber moved to accept them as read. Commissioner Anderson seconded the motion which passed.

3. APPROVAL:

- A. A motion was made by Commissioner Anderson to accept the January 2018 vouchers in the amount of \$83,695.68. The motion was seconded by Commissioner Reber and passed.
- B. A Commissioner signed Manager Bourks' Timesheet.
- C. The Commissioners signed Payroll for February 2018.
- D. The Commissioners reviewed the vacation, sick, holiday and comp time year to date.
- E. The Commissioners signed Adjustments 1, 2, 3, 4, 5, 6, & 7

4. MANAGERS REPORT:

- A. To date, there is \$2,109,954.68 invested in the 804 General Fund.
- B. Meeting with Whatcom County on fire, storm & land disturbance. Getting plans ready for bidding process.
- C. Year End to CPA for annual report
- D. Working to finalize rate study by March
- E. Working on building move, relocate radios for Scada Controls.
- F. Milne beginning interruptible water agreement with Golf Course.

5. CORRESPONDENCE:

- A. Letter from Zolton Nagy

6. OLD BUSINESS:

- A. None

7. NEW BUSINESS:

- A. A motion by Commissioner Hackleman to give Zolton Nagy relief/adjustment to account 682 for \$620.52. The motion was seconded by Commissioner Reber and passed unanimously.

- B. Shannon Tomsen and Victor Riley inquired why the District office was relocating and about when the new building was going out to bid. District Manager Bourks explained that we were on a month to month basis as our lease had not been renewed by either the landlord or the tenant and that the bidding for the new building should go out to bid in April or May.

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be March 13, 2018 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:30 p.m. on a motion from Commissioner Arthur Reber.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

Arthur Reber - Commissioner

Date: _____