

**POINT ROBERTS WATER DISTRICT NO. 4**

**Regular Meeting of  
October 11, 2016**

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

**1. GUESTS AND COMMENTS:**

Meg Olson of the All Point Bulletin, and Rhiannon Allen

- 2. MINUTES:** The Minutes of the Special Meeting of September 15, 2016 were read. Commissioner Reber moved to accept them as read. Commissioner Anderson seconded the motion which passed.

**3. APPROVAL:** A motion was made by Commissioner Anderson to accept the September 2016 Vouchers in the amount of \$76,372.82. The motion was seconded by Commissioner Reber and passed.

- A. The Commissioner signed Manager Bourks' Timesheet
- B. The Commissioners signed the Payroll for October 2016.
- C. The Commissioners reviewed the vacation, sick, holiday and comp time year to date.
- D. The Commissioners signed Adjustment # 49, 50, & 51

**4. MANAGERS REPORT:**

- A. To date, there is \$1,703,543.19 invested in the 804 General Fund.
- B. Meter reading to begin October 24, 2016.
- C. An infiltration test by a Geo Engineer is required by Whatcom County for the building permit for the office and shop site, will be requesting costs related to the survey and then proceed.
- D. Character Plan Committee meets 7pm October 11, 2016. Will attend meeting with engineer Carl Reichhardt, and Commissioner Hackleman.
- E. Number 5 sewer lift station replacement scheduled for November with Innovative Electric.
- F. Copper-lead results came back from Avocet, the District is in compliance, we did not exceed the maximum contaminant levels.

**5. CORRESPONDENCE:**

- A. None

**6. OLD BUSINESS:**

- A. None

**7. NEW BUSINESS:**

A. Commissioner Reber made a motion to adopt Resolution 650 regarding Credit Card Policy and Procedures. Commissioner Anderson seconded the motion and passed unanimously.

**8. COMMISSIONER'S COMMENTS:**

The next Regular Meeting of the Board of Commissioners will be November 8, 2016 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:15 p.m. on a motion from Commissioner Arthur Reber.

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Scott Hackleman – Chairman

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N. Madeleine Anderson - Secretary

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Arthur Reber - Commissioner

Date: \_\_\_\_\_