

POINT ROBERTS WATER DISTRICT NO. 4

**Regular Scheduled Meeting of
February 9th, 2021**

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order via Zoom at 5:04 p.m. In attendance were Commissioners Reber, Hackleman, and Anderson, Manager Bourks, and District staff Kelli Wallace.

1. GUESTS AND COMMENTS:

Pat Grubb

2. MINUTES:

The Minutes of the Regular Scheduled Meeting of January 12th, 2021 were read. Commissioner Hackleman moved to accept them as read. Commissioner Reber seconded the motion which passed unanimously.

4. APPROVAL:

- A. A motion was made by Commissioner Hackleman to accept the February 2021 vouchers in the amount of \$115,210.14. The motion was seconded by Commissioner Anderson and passed unanimously.
- B. Commissioner Hackleman approved Manager Bourks Timesheet.
- C. The Commissioners approved Payroll for February 2021
- D. The Commissioners approved 3 Adjustments.

5. MANAGERS REPORT:

- A. Reading meters the last week of February.
- B. Casey Hubbard to take Commercial Driving class and become certified.
- C. Finishing paperwork requirement for Occupancy Permit, we currently have Temporary Occupancy.
- D. Finish road grading on Victoria Way this week on water main repairs and upgrade.
- E. Due to COVID and Whatcom County issuing the vouchers late, we will pay any accounts that incur late fees such as WEX Bank/Chevron and Puget Power through the Miscellaneous Checking Account by ACH.

6. CORRESPONDENCE:

- A. None

7. OLD BUSINESS:

A. As per Resolution 655, water base rates will increase by 5%. The Resolution was adopted December 10th, 2019.

7. NEW BUSINESS:

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be March 9th, 2021 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:20 p.m. on a motion from Commissioner Reber.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

Arthur Reber - Commissioner

Date: _____