



POINT ROBERTS WATER DISTRICT NO. 4

P.O. Box 39, Point Roberts, WA 98281
Tel: (360) 945-4696 Fax: (360) 945-3021

POINT ROBERTS WATER DISTRICT NO. 4

Regular Scheduled Meeting of
April 13th, 2021

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order via Zoom at 5:03 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 March 9th, 2021 were read. Commissioner Hackleman moved to accept them as read. Commissioner Anderson seconded the motion which passed unanimously.

4. **APPROVAL:**

- A. A motion was made by Commissioner Hackleman to accept the April 2021 vouchers in the amount of \$110,336.99. The motion was seconded by Commissioner Reber and passed unanimously.
- B. Commissioner Hackleman approved Manager Bourks Timesheet.
- C. The Commissioners approved Payroll for April 2021
- D. The Commissioners approved 5 Adjustments.

5. **MANAGERS REPORT:**

- A. Reading meters the last week of April.
- B. Looking for Infrastructure Funding.
- C. Audit this fall, between October – December 2021.

6. **CORRESPONDENCE:**

- A. None

7. **OLD BUSINESS:**

7. NEW BUSINESS:

Approve 3 new policies:

- A. Resolution 656 – Damage Claims address change.
- B. Resolution 657 – Payroll & Leave Policies & Procedures.
- C. Resolution 658 – Procurement for Engineering Policies & Procedures

Commissioners approved and moved to accept all 3 policies.

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be May 11th, 2021
at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:19 p.m.
on a motion from Commissioner Reber.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

Arthur Reber - Commissioner

Date: _____