



POINT ROBERTS WATER DISTRICT NO. 4

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POINT ROBERTS WATER DISTRICT NO. 4

Regular Scheduled Meeting of
December 13th, 2022

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order via Zoom at 5:02 p.m. In attendance were Commissioners Hackleman, Reber 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 November 8th, 2022 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 December 2022 vouchers in the amount of \$89,607.93. The motion was seconded by Commissioner Reber and passed unanimously.
- B. Commissioner Hackleman approved Manager Bourks Timesheet.
- C. The Commissioners approved Payroll for December 2022.
- D. The Commissioners approved 5 Adjustments.

5. MANAGERS REPORT:

- A. Metro Vancouver water rates from \$957,444.00 to \$974,890.00 CDN for 2023. A 1.8% increase. Year to date spent for water \$756,683.00.
- B. Approve Wesley Hubbard as Assistant Manager.
- C. Reading meters at the end of December.
- D. Sales this year to date are \$1,333,010.00. After November/December billing period, it should come in at \$1,600,000.00

6. CORRESPONDENCE:

- A. Customer letter (email) requesting we waive the previous balance on account #682. This request was denied by motion from Commissioner Hackleman and was seconded by Commissioner Reber and passed unanimously.
- B. Customer #2045 – Aresta, water leak. A motion was made by Commissioner Reber to approve the adjustment to this customer's bill to \$385.00 which was seconded by Commissioner Anderson and was passed unanimously.

7. OLD BUSINESS:

8. NEW BUSINESS:

- A. Resolution 666 – Travel Policy. Update on the mileage reimbursement from .55¢ to .62.5¢, as well as Breakfast from \$7.00 to \$15.00, Lunch from \$11.00 to \$15.00 and Dinner from \$21.00 to \$30.00. A motion was made by Commissioner Reber and seconded by Commissioner Anderson and passed unanimously.

9. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be January 10th, 2023 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:22 p.m. on a motion from Commissioner Reber.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

Arthur Reber - Commissioner

Date: _____