

# POINT ROBERTS WATER DISTRICT NO. 4

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## POINT ROBERTS WATER DISTRICT NO. 4

Regular Scheduled Meeting of  
February 13<sup>th</sup>, 2024

### 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 Reber, Hackleman, and Anderson, Manager Hubbard, District staff Kelli Wallace, and Mitchell Nevi.

#### 1. GUESTS AND COMMENTS:

#### 2. MINUTES:

The Minutes of the Regular Scheduled Meeting of January 9<sup>th</sup>, 2024 and the Special Scheduled Meeting of January 30<sup>th</sup>, 2024 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 2024 vouchers in the amount of \$126,170.24. The motion was seconded by Commissioner Reber and passed unanimously.
- B. The Commissioners approved 3 Adjustments.

#### 5. MANAGERS REPORT:

- A. Meter Reading begins February 21<sup>st</sup>.
- B. Hiring another employee.
- C. Working on budget for 2024.
- D. Comprehensive Plan update.
- E. Updates in progress for Employment & Service Policies.
- F. Water Right adjudication.

#### 6. CORRESPONDENCE:

#### 8. OLD BUSINESS:

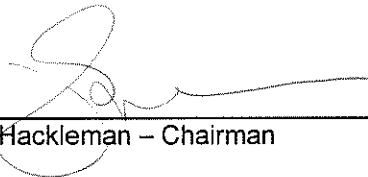
**9. NEW BUSINESS:**

- A. Wesley Hubbard wage increase. Commissioner Reber made a motion to approve a wage increase for Wesley Hubbard, Commissioner Hackleman seconded the motion and was approved.
- B. Mitchell Nevi wage increase. Commissioner Reber made a motion to approve a wage increase for Mitchell Nevi as well as promote him to Assistant Manager. Commissioner Anderson seconded the motion and was approved.
- C. Commissioner Anderson made a motion to remove Dan Bourks from Umpqua Bank Accounts and add Pamela Saulnier and Scott Hackleman as signers on the Umpqua Bank Accounts. Commissioner Reber seconded the motion and was approved.
- D. Commissioner Hackleman made a motion to add Wesley Hubbard, Kelli Wallace and Mitchell Nevi as Users on the Umpqua Xchange Account. Commissioner Reber seconded the motion and was approved.

**10. COMMISSIONER'S COMMENTS:**

The next Regular Meeting of the Board of Commissioners will be March 12th, 2024 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:32 p.m. on a motion from Commissioner Reber.

  
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Scott Hackleman – Chairman

  
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N. Madeleine Anderson - Secretary

  
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Arthur Reber - Commissioner

Date: 3.12.2024