

POINT ROBERTS WATER DISTRICT NO. 4

Regular Scheduled Meeting of April 14th, 2020

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order via email at 5:03 p.m. In attendance were Commissioners Reber, Hackleman, and Anderson, Manager Bourks, and District staff Kelli Wallace.

1. GUESTS AND COMMENTS:

2. MINUTES:

The Minutes of the Regular Scheduled Meeting of March 10th, 2020 were read. Commissioner Reber moved to accept them as read. Commissioner Anderson seconded the motion which passed unanimously.

3. APPROVAL:

- A. Due to COVID-19, a motion was made to allow the District Manager and Secretary to approve all bills and payroll. Commissioner Anderson made a motion to accept and Commissioner Reber seconded the motion.
- B. A motion was made by Commissioner Anderson to accept the April 2020 vouchers in the amount of \$100,610.54. The motion was seconded by Commissioner Reber and passed.
- C. Commissioner Anderson & Reber approved Manager Bourks Timesheet.
- D. The Commissioners approved Payroll for April 2020.
- E. The Commissioners approved 4 Adjustments, #6,7,8 &9.
- F. The Commissioners approved the cancelled warrant for PRAF.

4. MANAGERS REPORT:

- A. To date, there is \$2,833,686.00 invested in the 804 General Fund.
- B. Main repair on Gulf View Crescent Replaced 260' of 6" water line and upgraded 4 old services.
- C. Fixture leaking on Tye Dr also – Repairs were completed during the COVID Distancing requirements in order to take advantage of the very low traffic and customers affected due to water termination during the construction period.
- D. We are increasing Miscellaneous Checking Account so the District can pay Excise Tax on time. Last year, we were assessed \$6,000.00 in penalties. We are unable to pay on time due to the way we receive the checks from Whatcom County.

5. CORRESPONDENCE:

A. None

6. OLD BUSINESS:

A. None

7. NEW BUSINESS:

- A. Customer Account #1993 requests water fees waived during COVID/Border restrictions. A motion by Commissioner Hackleman to deny the waiving of water rates was made, and seconded by Commissioner Reber.

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be May 12th, 2020 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:59 p.m. on a motion from Commissioner Hackleman.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

Arthur Reber - Commissioner

Date: _____