



POINT ROBERTS WATER DISTRICT NO. 4

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POINT ROBERTS WATER DISTRICT NO. 4

Regular Scheduled Meeting of
September 9th, 2025

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 5:07 p.m. In attendance were Commissioners Hackleman and Anderson. Manager Hubbard, District staff Mitchell Nevi and Kelli Wallace.

1. GUESTS AND COMMENTS:

2. MINUTES:

The Minutes of the Regular Scheduled Meeting of August 12th, 2025 were read. Commissioner Anderson moved to accept them as read. Commissioner Hackleman seconded the motion which passed unanimously.

3. APPROVAL:

- A. A Motion was made by Commissioner Hackleman to accept the September 2025 vouchers in the amount of \$159,107.25. The Motion was seconded by Commissioner Anderson and passed unanimously.
- B. The Commissioners approved 2 adjustments.
- C. The Commissioners signed Manager Hubbard's Timesheets.

4. MANAGERS REPORT:

- A. Whatcom County Franchise Agreement renewed.
- B. 5 new service installs scheduled for this month.
- C. Fleet Vehicle update. Commissioner Hackleman made a motion to approve the purchase of a new truck in 2026. Commissioner Anderson seconded the motion and passed unanimously.

5. CORRESPONDENCE:

6. OLD BUSINESS:

7. NEW BUSINESS:

- A. Appoint Interim Commissioner. Commissioner Hackleman made a motion to appoint Dan Bourks for the Interim Commission Position 3 until December 31st, 2025. Commissioner Anderson seconded the motion and passed unanimously. Paperwork was completed and will be sent to the Whatcom County Auditor's Office to record.
- B. Wage increase for Kelli Wallace. Commissioner Hackleman made the motion for a wage increase for Kelli Wallace, Commissioner Anderson seconded the motion and was approved.

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be October 14th, 2025 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:44 p.m. on a motion from Commissioner Anderson.



Scott Hackleman – Chairman



N. Madeleine Anderson - Secretary

Commissioner

Date: 10.14 2025