

POINT ROBERTS WATER DISTRICT NO. 4

Regular Scheduled Meeting of July 8th, 2025

MINUTES

The Meeting of the Point Roberts Water District No. 4 Board of Commissioners was called to order at 5:09 p.m. In attendance were Commissioners Hackleman and Anderson. Manager Hubbard, and District staff Kelli Wallace.

1. GUESTS AND COMMENTS:

Pat Grubb
Rhonda Granger

2. MINUTES:

The Minutes of the Regular Scheduled Meeting of June 10th, 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 Anderson to accept the July 2025 vouchers in the amount of \$113,333.60. The Motion was seconded by Commissioner Hackleman and passed unanimously.
- B.** The Commissioners approved 5 adjustments.
- C.** The Commissioners signed Manager Hubbard's Timesheets.

4. MANAGERS REPORT:

- A.** Asset Management Program.
- B.** Whatcom County Franchise Agreement Renewal.
- C.** Engaging Customs Broker.

5. CORRESPONDENCE:

- A.** Email from Trinity Lutheran Church requesting an adjustment to May/June billing. Commissioner Hackleman made a motion to reduce the current invoice to \$200.00 due to a possible leak in the service line. Commissioner Anderson seconded the motion and passed unanimously.

6. OLD BUSINESS:

7. NEW BUSINESS:

- A. Sign Resolution #680 – Developer Extension Agreement. Commission Hackleman made a motion to accept Resolution #680. Commissioner Anderson seconded the motion; the Resolution was signed and passed unanimously.
- B. Adopt Main Break Protocol per Department of Health. Commissioner Anderson made a motion to approve the Main Break Protocol, Commissioner Hackleman seconded and passed unanimously.

8. COMMISSIONER'S COMMENTS:

The next Regular Meeting of the Board of Commissioners will be August 12th, 2025 at 5:00 p.m.

As the Commissioners had no further comments, the meeting adjourned at 5:45 p.m. on a motion from Commissioner Anderson.

Scott Hackleman – Chairman

N. Madeleine Anderson - Secretary

Arthur Reber - Commissioner

Date: _____