

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday July 31, 2018 – 12:00pm

Call to Order/Confirm Quorum

Attendance: Commissioner's: Frank Pierson, Mary Wissink, and Nathan Jeffries (by phone)

General Manager: Kelly Williquette and Assistant Manager: Justin VanDyke

Approval of Agenda/Minutes

The agenda for today's regular meeting was approved as presented. The minutes for the regular meeting held on Tuesday July 24, 2018, were approved as presented.

Financials

An Expenditure Summary audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board.

As of this date July 31, 2018, the Board, by unanimous vote, does approve for payment the checks included in the above summary and further described as follows: Checks #34802 through #34820 in the total amount of \$45,488.20.

Public Comment

None

Managers' Report

Kelly Williquette updated the Board that T. LaRiviere Excavation is finishing up the University water main project and a final walk-through is scheduled for tomorrow to go over any punch-list items.

Kelly Williquette updated the Board that there are only two more services to tie over to the 24th/25th Ave water main project. Then our crew will start tying over intersections and should be done at the end of next week.

Kelly Williquette informed the Board that he was contacted by Byrd Real Estate in regards to the Kaiser North Development. Kelly returned his call and is waiting for a call back.

Kelly Williquette presented the Board a draft copy of an Employee Handbook for review. After some discussion, it was agreed to read through it this week and present comments or changes at the next Board Meeting.

Kelly Williquette presented the Board a draft letter for approval to send to Fire District #9. After some discussion it was suggested to set up a meeting with the Fire Chief to discuss items prior to sending the letter.

Open Forum (Board and Staff)

None

Executive Session

None

Adjournment

It was mentioned, starting next Tuesday we will return to our normal 9:00 am Board Meeting times.

There being no other business, the regular meeting was adjourned.

