

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday August 14, 2018 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioner's: Frank Pierson, Mary Wissink, and Nathan Jeffries

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 August 7, 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 August 14, 2018, the Board, by unanimous vote, does approve for payment the checks included in the above summary and further described as follows: Checks #34835 through #34852 in the total amount of \$11,957.27.

Public Comment

None

Managers' Report

Kelly Williquette updated the Board that the University water main replacement project is complete and awaiting a revised invoice so we can issue payment.

Kelly Williquette updated the Board that the 24th/25th Ave water main replacement project is complete and went out for bid on asphalt repairs last week, with bids due by this Friday August 17th.

There was discussion about the draft Employee Handbook that was presented last meeting. The Board is still undergoing review of the document. Kelly Williquette announced that he was preparing a Purchasing Policy handbook as well.

Open Forum (Board and Staff)

None

Executive Session

None

Adjournment

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



Frank Pierson
Mary Wissink