

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office
Tuesday September 11, 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 September 4, 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 September 11, 2018, the Board, by unanimous vote, does approve for payment the checks included in the above summary and further described as follows: Checks #34898 through #34918 in the total amount of \$112,619.11.

Public Comment

None

Managers' Report

Kelly Williquette discussed with the Board possible positions and job descriptions for the 2019 calendar year along with a salary schedule followed by some discussion.

Justin VanDyke presented the Board with a copy of a bid summary for paving the parking lot at the Vercler #2 pump house. He informed the Board that the apparent low bidder has been awarded the contract and plan on starting work this week.

Commissioner Wissink updated the Board on the Poppy's Tavern hearing that took place Monday followed by some discussion.

Open Forum (Board and Staff)

Kelly Williquette asked the status of the review of the personnel manual. He is planning on sending it to Archbright for final review and needs all comments to him by next meeting.

Commissioner Wissink informed the Board she is looking into commercial lease agreements for the Districts Pines/32nd property. Kelly Williquette informed the Board that our liability insurance already covers the property in question and will not cost the District any extra money to obtain.

Commissioner Pierson asked the status of the clothing allowance for District logos printed on shirts and coats followed by some discussion.

Executive Session

The Board entered into Executive Session at 9:35 a.m. to discuss potential litigation and returned to normal session at 9:45 a.m.

Adjournment

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

