

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday September 18, 2018 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioner's: Frank Pierson and Mary Wissink

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 11, 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 18, 2018, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #34919 through #34929 in the total amount of \$35,807.59. Also, the payroll for the 1st half of September including check #7679 in the amount of \$156.04 and EFT's in the total amount of \$37,974.58 for a total gross payroll of \$38,130.62.

Public Comment

None

Managers' Report

Kelly Williquette informed the Board that Diamond Asphalt finished paving the Vercler #2 wellsite which concluded this project.

Kelly Williquette informed the Board that Schafer booster station caught on fire over the weekend. He let the District's insurance company know about the incident and the fire department will perform an investigation next week to determine the exact cause. We will wait for the investigation to be complete, then move forward with options on how to replace it.

Kelly Williquette informed the Board that he will be doing a final review of our 2018 budget but there may be enough funds left over to upsize the Normandie well this fall.

There was discussion about adding continuing education requirements to the Employee Handbook. Also, there was discussion about allowing office staff to participate in "Casual Friday" attire and was decided to give it a trial run period to see how it works.

Open Forum (Board and Staff)

None

Executive Session

None

Adjournment

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

