

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday December 04, 2018 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioner's: Frank Pierson (by phone), 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 November 27, 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 December 04, 2018, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35080 through #35093 in the total amount of \$36,455.72, with check #35092 voided. Also, payroll for the 2nd half of November including check #7685 in the amount of \$1,263.38 and EFT's in the total amount of \$40,425.47, for a total gross payroll of \$41,688.85.

Public Comment

None

Managers' Report

Kelly Williquette informed the Board that Washington State passed a Paid Family Medical Leave Program that will require employees to contribute 0.4% of their earnings into a sick leave pool for the entire State. He presented the Board with information pertaining to the amount the premiums would cost and suggested the District pay for all or a portion of these premiums. After discussion, Commissioner Jeffries suggested splitting it an equal 50/50 between our employees and the District. Commissioner Wissink made a motion to have the District pay 50% of the premium, followed by a second from Commissioner Pierson, and was unanimously approved.

Kelly Williquette informed the Board that there will be an increase in PERS Retirement Contribution Rates coming in mid-2019 that will increase employee contribution from 7.41% to 7.90% and employer contribution from 12.83% to 12.86%.

Kelly Williquette presented the Board with a 3.0% cost of living adjustment for 2019 along with comparables from other water districts around the area. Commissioner Wissink made a motion to approve a 3.0% cost of living increase for 2019, followed by a second from Commissioner Pierson, and was unanimously approved.

Justin VanDyke presented the Board with a cost analysis for both Hangman Hills and Indian Village billing contracts and suggested raising the rates to cover our costs to perform the services. After some discussion, Commissioner Pierson suggested adding a contingency to the contracts to cover unforeseen expenses. Commissioner Wissink suggested having a meeting with both water districts to present the information.

Kelly Williquette updated the Board on new information about the Kaiser North development.

Open Forum (Board and Staff)

Commissioner Pierson, on behalf of the entire Board, would like to thank Holt Ayles for his excellent job showing the Commissioners around parts of the water district last week.

Executive Session

None

Adjournment

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



Frank Pierson by telephone
Mary M. Wink