

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday January 15, 2019 – 9:00 a.m.

## Call to Order/Confirm Quorum

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

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 January 08, 2018, were approved as presented.

## Financials

As of this date January 15, 2019, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35161 through #35177 in the total amount of \$16,058.32. Check #35173 has been voided. Also, the payroll for the 1<sup>st</sup> half of January including checks #7688 through #7690 for the total amount of \$841.30 and EFT's in the total amount of \$40,217.71 for a total gross payroll of \$41,059.01.

## Public Comment

None

## Managers' Report

Kelly Williquette presented the Board the latest revisions to the Employee Handbook, and it was approved unanimously with changes.

Kelly Williquette updated the Board on a meeting he had with City of Spokane Valley to change the layout of the proposed swale at our Knox and Sargent well site. The City has revised their drawings to work better for the District's sanitary control area requirements and we will submit to Department of Health for review. Commissioner Pierson suggested establishing a time limit on the easement that can be renewed periodically. This will give the District the option to opt out of the easement if we need the land someday, as opposed to donating a permanent easement. Kelly Williquette will discuss this option with the City of Spokane Valley.

Kelly Williquette informed the Board that there will be a retirement party held for Joe Carroll on Tuesday January 29<sup>th</sup> at Bottles in Millwood from 4-8 pm if anyone would like to attend.

## Open Forum (Board and Staff)

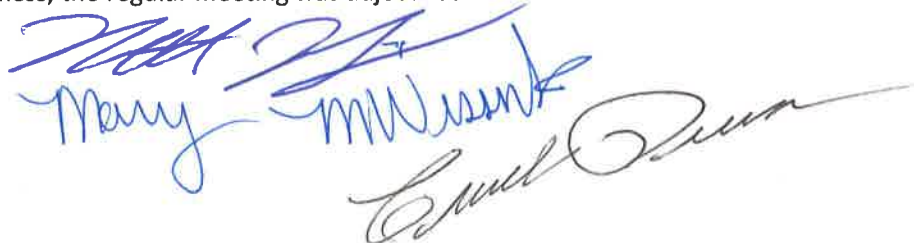
The Board entered into executive session at 9:25 am to discuss the performance of a public employee and returned to normal session at 9:40 am.

## Executive Session

None

## Adjournment

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



Mary Wissink  
Frank Pierson