

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday January 22, 2019 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioner's: Nathan Jeffries, 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 15, 2018, were approved as presented.

## Financials

As of this date January 22, 2019, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35178 through #35190 in the total amount of \$72,586.45 and an EFT in the amount of \$8,553.06, for a total gross expenditure of \$81,139.51.

## Public Comment

None

## Managers' Report

Kelly Williquette informed the Board that he spoke with Washington Health Care Authority and our attorneys in regards to hiring seasonal meter readers directly by the District. It appears at this time, they were unable to guarantee the District could hire seasonal employees without being required to provide benefits. Therefore it was recommended to the Board to continue to use Express Personnel Services for contracting out our meter reading as opposed to hiring them directly by the District. This was followed by some discussion and unanimously agreed upon.

Justin VanDyke provided the Board information on an upcoming AWWA training to Utility Board Members on public records and retention on Tuesday, February 12 from 6:00 pm to 8:30 pm. Commissioners Wissink and Pierson elected to attend the training. Commissioner Jeffries has a prior conflict and will be unable to attend.

## Open Forum (Board and Staff)

Commissioners Pierson and Jeffries announced they will be out of town for the next two weeks, but will both attempt to phone into the meetings in order to maintain a quorum.

## Executive Session

The Board entered into executive session at 9:25 am to discuss the performance of a public employee and returned to normal session at 9:35 am.

## Adjournment

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

Mary Wissink  
Nathan Jeffries by telephone  
Frank Pierson by telephone