

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday December 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 December 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 December 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 #35123 through #35138 in the total amount of \$35,410.09. Also, payroll for the 1<sup>st</sup> half of December including check #7686 in the amount of \$156.04 and EFT's in the total amount of \$38,651.01 for a total gross payroll of \$38,807.05.

## Public Comment

None

## Managers' Report

Kelly Williquette informed the Board that the new pump and motor at Normandie well is scheduled to be installed tomorrow.

## Open Forum (Board and Staff)

Commissioner Wissink asked the status of the District's audit and discussed with the Board her opinions on internal audits vs having the State come back next year. Kelly Williquette said he would speak with Toni Nelson, the District's accountant, and see what her thoughts were on having an internal audit at the end of 2019. Kelly Williquette informed the Board that the purpose of this voluntary audit was to ensure quality control over our processes due to recent staffing changes.

Commissioner Pierson asked about the status of the WSA 1 & 2 intertie project. Kelly Williquette informed the Board that the District's engineers are getting information from pipe suppliers on the recent Ductile Iron pipe pricing to determine the feasibility of the project. Kelly Williquette will let the Board know the status as more information presents itself.

Commissioner Wissink asked about the Commissioner per diem increase slated for 2019. Kelly Williquette informed the Board that he has not heard of any rate increases on the horizon and will follow up with District attorney, Joe Carroll, for confirmation.

## Executive Session

None

**Adjournment**

Due to holiday conflicts, the next regularly scheduled Commissioner Meeting will be held on Wednesday January 2<sup>nd</sup> at 9:00 a.m. at the District Office.

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

*Mary M. Wisnuk*  
Mary M. Wisnuk  
Cynthia D. Duse