

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday February 19, 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

Welch Comer Engineering: Necia Maiani

Spokane County Water District No. 3 Staff: Cindy Atack, Holt Ayles, David Roeder, and Eric Delbo

Approval of Agenda/Minutes

The agenda for today's regular meeting was approved as presented. The minutes for the regular meeting held on Tuesday February 12, 2019, were approved as presented.

Financials

As of this date February 19, 2019, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35231 through #35247 in the total amount of \$33,772.01. Also, the payroll for the 1st half of February including checks #7694 through #7696 for a total amount of \$846.28 and EFT's in the total amount of \$42,559.58 for a total gross payroll of \$43,405.86.

Public Comment

None

Managers' Report

Necia Maiani with Welch Comer Engineering gave an open meeting rate presentation covering District revenues, expenses, improvements, and reserve balance goals. She used this information to analyze our current rate structure and proposed modifications to our base rate charges, tier charges, and connection fees. There being no public discussion, and minimal discussion by the Board, it was suggested to incorporate these rate adjustments into Resolution form for presentation and adoption during next week's regularly scheduled meeting.

Kelly Williquette presented the Board a bid tabulation from the WSA 1 & 2 Intertie Project. The apparent low bidder did not meet the DWSRF requirements and was considered to be non-responsive. Due to Department of Health bid selection requirements, the Base Bid plus Alternative 2 plus Alternative 3 would have to be used to select the second lowest bidder, even though this project would be using either Alternative 2 (Ductile Iron) or Alternative 3 (C900) in materials, but not both. Due to the price difference this created in awarding the second lowest bidder, it was suggested the District reject all bids and re-bid the project with a Base Bid only and using Ductile Iron as the sole option for pipe material. After discussion, a motion was made to reject all bids, seconded, and approved unanimously. The District will move forward with re-advertising the project and accept new bids slated for early March.

Justin VanDyke presented the Board Resolution 2019-04, a resolution authorizing the execution of a contract for ground maintenance services and was approved unanimously.

Open Forum (Board and Staff)

Kelly Williquette presented the Board copies of Employee Handbooks for signature.

Due to a training class that Kelly Williquette and Justin VanDyke will be attending next Tuesday, the next regularly scheduled Board meeting will be Monday, February 25th at 9:00 a.m.

Executive Session

The Board went into executive session at 9:50 a.m. to discuss the salary of a public employee and returned to normal session at 10:05 a.m.

The Board returned from executive session and approved the General Manager pay scale.

Adjournment

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

Nathan Jeffries by telephone
Mary Missink
Curt Dues