

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Tuesday June 18, 2019 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink, Nathan Jeffries, and Frank Pierson
General Manager: Kelly Williquette and Assistant Manager: Justin VanDyke
Fire District #9: Chief Cates and Chief Bleeker

Approval of Agenda/Minutes

The agenda for today's regular meeting was approved unanimously with corrections. The minutes for the regular meeting held on Tuesday June 11, 2019, 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 June 18, 2019, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35535 through #35545 in the total amount of \$52,187.04.

Prior to discussion with Fire District #9, Commissioner Chair Nathan Jeffries chose to appoint Commissioner Wissink as acting chair for the meeting due to Commissioner Jeffries being an employee for Fire District #9 and sitting on the Board at Water District #3.

Fire District #9 attended the meeting today to discuss a recent change to their water service billing. Chief Cates presented the Board a copy of a letter that their accounts receivable department received from Kelly Williquette notifying them that their private fire line was being changed to a Commercial Service due to unauthorized water usage. Chief Cates stated that he was here today to ask the Board to reverse this decision.

Kelly Williquette informed Fire District #9 that because the Private Fire Service is being used for other than its intended purpose, it requires that SCWD #3 change the service to Commercial Service. Chief Cates stated that this water was also being used to serve the fire suppression system for their office building as well as the fire training center as a "dual role line". Kelly Williquette informed the Fire District that we don't have dual purpose rates, and all usage other than for the direct extinguishment of fires would be treated as a commercial water rate since this water was being used at the fire training center for training purposes. Kelly Williquette presented the Board and Fire District #9 a copy of District Bylaw 5.4 defining private fire service connections and pointed out that "Fire service connections shall not be used for domestic or commercial purposes." Chief Cates stated that if he had to pay a water bill, he would have to shut down fire training services at this facility.

Chief Cates also feels that this change of usage is in relation to recent fire code violations that Water District #3 well sites are in. Kelly Williquette asked what violations the District is currently in, and Chief Cates stated that we are missing final inspections on our facilities. Justin VanDyke presented the Board dates from emails between Water District #3 Employee Wayne Parks and Spokane County Building Department Bill Zhem requesting final inspection on April 22, 2019 with no response and another email on May 16, 2019 following up to the first request. As of this date, we still don't have a final inspection scheduled after both requests. Commissioner Pierson asked Chief Bleeker what the Water District needed to do to become compliant and Chief Bleeker responded by stating that the District needed to contact James Moore from Spokane County to request final inspection. Commissioner Pierson suggested we call James Moore on a conference call right now during the meeting to put all of this to rest. James Moore was put on speaker phone at the meeting and

recommended that we call the inspection hotline number to schedule the appointments versus contacting Bill Zhem via email. It was agreed by Fire District #9 that after final inspection of these facilities, all requirements were met for chlorine gas storage at our facilities.

The District discussed the current bill with Fire District #9 and the possibility that the usage was miscalculated when it was converted from a fire line over to a commercial service in our billing software. The District is currently looking into the bill and will resend it to Fire District #9 if corrections were needed. Justin VanDyke added to the conversation that at the end of the year consumption reports, he reviews all fire lines within the District for unauthorized usage. District Employees then follow up on all fire line usage to determine the cause. Once this determination is made, Justin VanDyke contacts the customers to require corrective action be taken or the District will start billing for the usage. Justin VanDyke stated that reoccurring usage shouldn't be on the same list as stagnant fire line usage where our goal is to get the consumption down to zero. We should be treating all customers the same when it comes to eliminating unauthorized or leaking fire lines. Kelly Williquette informed the Board that the District is authorized to pass the cost of fire suppression to all of our other customers, but he feels that this is wrong to do. Fire District #9 currently operates on taxes paid by our customers and Kelly Williquette doesn't feel it is appropriate for Water District #3 to be in the tax collection business by subsidizing Fire District #9's water usage and deferring the cost to the rest of our customers.

Fire District #9 is also disputing their water usage and don't believe they could use 30,000 gallons of water in one month. It was decided to set up a time to meet the Fire District onsite with a fire hydrant meter to flow test the line to verify the source meter is working correctly.

Fire District #9 exited the meeting and discussion continued regarding the Districts ability to charge Fire District #9 for fire training water. At the request of Commissioner Wissink, Kelly Williquette spoke with the District's Attorneys last week and provided a copy of two letters from our attorneys authorizing the District's ability to charge for the usage. Kelly Williquette also presented a response from Municipal Research and Services Center (MRSC) that also confirmed this ability to charge for the usage. Commissioner Pierson suggested that Fire District #9 add a separate line to the fire training center in an attempt to lower their monthly base charge. Commissioner Jeffries is concerned about reducing the meter size would reduce the necessary flows.

It was agreed to look into Fire District #9's current water bill for accuracy and Water District #3 offered to supply a fire hydrant meter during one of Fire District #9's training exercises to verify usage.

Public Comment

None

Managers' Report

Kelly Williquette informed the Board that our crew has finished installing the water main at Carnahan and Glenrose Intertie. The pressure testing and bacteria testing is complete and now we are waiting on the City of Spokane to make their connection at the new vault location.

Kelly Williquette informed the Board that Ryan with AT&T will be attending next Tuesday's meeting to discuss cellphone plans with the District.

Kelly Williquette informed the Board that Tom Agnew with Liberty Lake Sewer and Water District will be attending next Tuesday's meeting to discuss membership with Washington Association of Sewer and Water Districts. Kelly Williquette provided the Board a copy of the membership package for review prior to the next meeting.

Open Forum (Board and Staff)

Commissioner Wissink announced she will be absent during the July 2nd meeting, but will phone in.

Commissioner Pierson announced he will out of town August 17th through the 23rd.

It was confirmed the District Retreat, a special purpose meeting, will be held next Wednesday June 26th at the Spokane Club at 12:00 pm to 4:00 pm.

Executive Session

None

Adjournment

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

Mary Wissink
Mary Wissink
Ernie Pierson