

Minutes of the Board of Water Commissioners

Spokane Club- 1002 W. Riverside Ave.
Wednesday June 26, 2019 – 12:00 p.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink, Nathan Jeffries, and Frank Pierson
General Manager: Kelly Williquette and Assistant Manager: Justin VanDyke

Approval of Agenda/Minutes

The agenda for today's special meeting was approved as presented. The minutes for the regular meeting held on Tuesday June 25, 2019, were approved as presented.

Financials

None

Public Comment

None

Managers' Report

Kelly Williquette and Justin VanDyke discussed with the Board the following items:

Staffing needs / Personnel

Utility Systems Technician Position Created
Water Meter Technician Position Created
Hired Meter Reading Services

New Hires

Eric Delbo
Zac Hardwick
John Nelson
Sarah Welch

5 year staffing outlook

We are at full staff.

Technology

Front Office

Miscellaneous Billing Software
Mueller Software Radio Read Interface
Bar Code Reader for Bills
Receipt Printer for Counter Customers
Web-Site

Field

Radio Reads
WSA 5
WSA 6
WSA 8
WSA 9
WSA 2 Partial; Painted Hills Area
2020 Goal
Complete portion WSA 3, 700 Meters
Complete portion WSA 4, 780 Meters

Supervisory Control and Data Acquisition (SCADA)

Redesigned desktop for SCADA to make more user friendly
Upgraded SCADA programs for process control, alarms, callout
Replaced 28 Radio's
Replaced 28 Programmable Logic Controllers (PLC)
Removed all filters

Upgraded main antenna and Vercler antenna and installed 3 antenna's
We can now communicate with Pine River Park and Schafer Booster Station

Communications

All field personnel have access to cell phones and all have apps to access to our Geographic Information System (GIS) Mapping and our SCADA system

Equipment

Upgrades

2018 Chevy Pick up
1 Magnetic Locator
1 Inductive Locator
1 Atmosphere Tester
1 Blower for Confined Space Entry
4 Hydrant Meters
Steam Cleaner
Overhead Projector for the Classroom
Putting Specifications together to go out for bid for a Mini excavator

Needs

Replace Holts Truck
Van for Chris
Vacuum Trailer
Repairs to backhoe
Atmosphere Tester
Locator
Trench Boxes
Add 2 roll-up doors to our parking building
Continue to upgrade chlorination equipment
Get WSA 6 and Wandermere booster station on SCADA
Band Saw
Welder
Tools/Toolbox for Shop
Stoneman pump replacement
Digital chlorine test kits
Paint dump truck
Replace 2 workstations per year at office
Work Order program from Vision

2020 Capital Projects

Booster Station for WSA 1-2 project
1570 feet of water main from new booster station to Vista and Ella on Cataldo
Bettman Booster Station Upgrades
2600 feet Farwell to Pittsburg water main project
Bowdish Booster Station pump/motor change out
Continue with Radio Read meter change out
Pad for wash rack

Accomplishments

Vercler Well #2 added 3500 Gallons per Minute (GPM) to WSA 2
Steer Inn Well replacement, added 50 more GPM
Normandie well upgrades, added 550 GPM
Estimated 231 ERU's to system 3 because of upgrades and repairs
Installed 4200' of 18" Main in WSA 2
Installed 3000' of 12" Main WSA 2
Installed 800' of 8" Main WSA 1
Completed DR. Hatch culvert project
Built Schafer Rd. Booster Station
Replaced pump/motor at 44th and Bowdish booster station
Replaced pump/motor at Upper Painted Hills booster station and upgraded plumbing
Replaced 2 pumps/motors at Schafer booster Station
Replaced pump/motor at Fairview booster station, working on second
Added 148 new Services
Demolished Balfour pump house, cleaned lot
Demolished Madison pump house, cleaned lot
Moved 14 meters and 1 hydrant for City of Spokane Valley side walk projects
Repaired 16 water main leaks
Repaired 30 service line leaks
Repaired 3 Fire hydrants
Completed Rate Study
20-30 locates per day
Streamed lined electronic payments, all electronic payments go through Invoice Cloud
We don't have to input electronic payments by hand anymore
Completed close to 1000 work orders this year alone

Open Forum (Board and Staff)

Commissioner Pierson inquired about the District's next comprehensive water system plan update, followed by discussion.

Executive Session

None

Adjournment

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


Mary Wissink -  Telephonic
