

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday October 16, 2019 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson, Mary Wissink, and Nathan Jeffries (by phone)

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 Wednesday October 09, 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 October 16, 2019, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35780 through #35794 in the total amount of \$68,587.46. Also, the payroll for the 1st half of October including check #7730 in the total amount of \$170.95 and EFT's in the total amount of \$43,859.26 for a total gross payroll of \$44,030.21.

Public Comment

None

Managers' Report

Kelly Williquette presented the Board a contract with Vision Municipal Solutions to upgrade the District's utility billing software to Version 2 and add a work orders program and updates to the handheld devices for \$10,000. After discussion, the Board unanimously approved payment of the upgrade.

Kelly Williquette informed the Board that the WSA 1 & 2 Intertie Project is now complete, and Halme Construction is working on punch-list items now.

Kelly Williquette updated the Board on the staffing changes in the front office.

Open Forum (Board and Staff)

Commissioner Pierson announced he will be out of town for two regularly scheduled meetings starting the week of October 28th, but should be able to phone in for both.

After discussion, it was agreed to cancel the regularly scheduled meeting during the week of Thanksgiving due to holiday traveling conflicts.

Executive Session

None

Adjournment

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

Handwritten signatures in blue ink. The top signature is Frank Pierson, the middle is Mary Wissink, and the bottom is Nathan Jeffries.