

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday January 03, 2020 – 9:00 a.m.

08
[Handwritten signature]

Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson (by phone), 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 Friday January 03, 2020, 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 January 08, 2020, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #35957 through #35975 in the total amount of \$30,491.65.

Public Comment

None

Managers' Report

Resolution 2020-02, authorizing the execution of a contract for ground maintenance services with Lush Lawns, LLC was presented to the Board and approved unanimously.

Resolution 2020-03, authorizing the execution of a contract for backflow testing services with Lilac City Sprinklers & Landscaping Inc. was presented to the Board and approved unanimously.

There was discussion about the pending bylaws amendment and Kelly informed the Board that he will be making changes to the District's purchasing manual also.

There was discussion with the Board about offering Sarah Flaherty a full time position as the District's Office Assistant. After discussion, it was motioned and approved to spend up to \$2000 buying out the remaining contract with Provisional and offer her the position effective January 13, 2020.

Kelly Williquette informed the Board on the outstanding performance our Waterworks Specialist I, Zac Hardwick has been doing for the District. After discussion, it was motioned and approved to offer Zac a promotion to Waterworks Specialist II effective immediately to reward his hard work ethic and benefits he brings to our team.

A date has been set for the District's Award Luncheon for Thursday February 20th at 12:00 pm.

Open Forum (Board and Staff)

None

Executive Session

The Board entered into executive session at 9:26 am to discuss updates to a potential litigation matter and returned to normal session at 9:28am.

Adjournment

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

Mary M Wissink

VP