

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday December 18, 2019 – 9:00 a.m.

Call to Order/Confirm Quorum

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

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 December 11, 2019, were approved as submitted.

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 December 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 #35924 through #35939 in the total amount of \$39,674.10. Also, the payroll for the 1st half of December including check #7732 in the total amount of \$159.48 and EFT's in the total amount of \$41,226.95 for a total gross payroll of \$41,386.43.

Public Comment

None

Managers' Report

Resolution 2019-14, a resolution authorizing execution of Task Order No. 19-06 with Welch Comer Engineering for 2020 engineering services for GIS incorporation, was submitted to the Board and approved unanimously.

Resolution 2019-15, a resolution authorizing execution of Task Order No. 19-05 with Welch Comer Engineering for 2020 engineering service to analyze the impacts and potential improvements to WSA #4 and update the hydraulic model, was submitted to the Board and approved unanimously.

Kelly Williquette presented the Board draft changes to the District Bylaws regarding owner only billing for their review. The Board has agreed to review the changes and will discuss action in two weeks.

Kelly Williquette discussed with the Board that we are exploring other options for utility billing software, we are currently having speed and performance issues with our current software and solutions are not being met.

Kelly Williquette had a discussion with the Board regarding fire hydrant locks and informed the Board that we've met with other water purveyors and local fire jurisdictions about the matter. It was agreed to proceed with purchasing standardized locks and begin installing them on hydrants in 2020.

Open Forum (Board and Staff)

It was reminded that next week's regularly scheduled meeting will be held on Monday, December 23rd.

Executive Session

None

Adjournment

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



Nathan Jeffries by telephone
Mary Wissink