

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday June 17, 2020 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink (by phone), Frank Pierson (by phone), and Nathan Jeffries (by phone)
General Manager: Kelly Williquette (by phone) 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 June 10, 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 June 17, 2020, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36240 through #36251 in the total amount of \$27,919.97. Also, the payroll for the 1st half of June including check #7742 in the total amount of \$159.48 and EFT's in the total amount of \$46,775.08 for a total gross payroll of \$46,934.56.

Public Comment

None

Managers' Report

Resolution 2020-10; a resolution authorizing the General Manager to execute a temporary water service agreement at 4520 E. Stub Road was presented to the Board for approval. After discussion, it was approved unanimously.

Kelly Williquette presented the Board a scope of work from Premier Disaster Preparedness Co. to complete the District's AWIA Vulnerability Assessment and Emergency Response Plan. After discussion, Commissioner Jeffries made a motion to approve the scope of work as presented, Commissioner Pierson seconded the motion, and it was approved unanimously.

Open Forum (Board and Staff)

Justin VanDyke updated the Board on this District's progress for radio read meter replacements.

Kelly Williquette informed the Board that Washington State Department of Labor and Industries came out with new requirements for PPE in response to the COVID-19 pandemic for employees which he has discussed with the District's staff.

The Board, by unanimous decision, have extended Kelly Williquette's ability to sign checks in excess of \$3,000 without a Commissioner's signature through June 30th due to attendance via teleconferencing.

Commissioner Jeffries asked about WSA #4 and Kelly Williquette updated the Board about the Kaiser Property and Shady Slope Developments.

Executive Session

None

Adjournment

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

MARY WISSINK (by phone)
NATHAN JEFFRIES (by phone)
FRANK PIERSON (by phone)