

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office  
Wednesday September 30, 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 and Assistant Manager: Justin VanDyke (by phone)

## Approval of Agenda/Minutes

The agenda for today's regular meeting was approved as presented. The minutes for the regular meeting held on Wednesday September 23, 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 September 30, 2020, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36440 through #36450 in the total amount of \$122,729.68. Also, the payroll for the 2<sup>nd</sup> half of September including checks #7748 through #7749 in the total amount of \$4,032.95 and EFT's in the total amount of \$43,117.52 for a total gross payroll of \$47,150.47.

## Public Comment

None

## Managers' Report

Resolution 2020-13 was presented to the Board for approval. After discussion, it was agreed to table the decision for another week while pursuing a waterline easement with Kaiser Investment Group.

Kelly Williquette updated the Board that the paperwork portion of the District's sanitary survey was completed on Monday and the site visits are scheduled to begin next week for all of the facilities.

Kelly Williquette updated the Board that the single federal audit is complete and they will begin the financial audit in the next week.

## Open Forum (Board and Staff)

Kelly Williquette informed the Board that District Staff will return to the office 5 days a week with social distancing practices starting Monday October 5<sup>th</sup>.

Kelly Williquette informed the Board that he will be out of state from October 8-16<sup>th</sup> and Justin VanDyke informed the Board that he will be on vacation October 6-14<sup>th</sup>. It was agreed to cancel the regularly schedule Commissioner's Meeting on Wednesday October 14<sup>th</sup> in their absence.

## Executive Session

None

## Adjournment

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

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