

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Friday November 13, 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), 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 November 04, 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 November 13, 2020, the Board, by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36526 through #36536 in the total amount of \$33,596.60.

Public Comment

None

Managers' Report

Kelly Williquette shared with the Board the District's audit results and informed Commissioner Wissink that she will be contacted by the State Auditor's Office soon for review.

Kelly Williquette informed the Board the billing software request for proposal has been circulated and five companies have expressed interest in submittal. Kelly will continue to update as more information comes in.

Kelly Williquette informed the Board of the current office staffing status in response to COVID-19.

Kelly Williquette informed the Board that a zoom meeting was held with Whitworth Water and Greenstone Homes about the Kaiser property yesterday. Some key discussion points included construction phasing and timeline, service area breakdown between the two water districts, and initial pipe installation on the main arterial Alumina Street. There will be another meeting between Water District 3 and Greenstone to go into further detail about Alumina from Pittsburg to Farwell Road.

Open Forum (Board and Staff)

It was agreed to continue over the phone for next week's regularly scheduled meeting on November 18th.

Executive Session

None

Adjournment

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