

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday January 20, 2021 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink and Frank Pierson

General Manager: Kelly Williquette and Assistant Manager: Justin VanDyke

Welch Comer Engineering: Necia Maiani (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, January 13, 2021 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 20, 2021, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36655 through #36664 in the total amount of \$4,504.37 and an EFT in the total amount of \$11,587.61 for a total gross expenditure of \$16,091.98. Also the payroll for the first half of January including check #7755 in the total amount of \$121.56 and EFT's in the total amount of \$45,869.43 for a total gross payroll of \$45,990.99.

## Public Comment

None

## Managers' Report

Resolution 2021-02 authorizing execution of a contract for grounds maintenance services was presented to the Board and unanimously approved.

Task Order 21-01 for Welch Comer Engineering to update the Districts Comprehensive Water System Plan was presented to the Board followed by explanation of the cost breakdown by Necia Maiani. Commissioner Wissink made a motion authorizing Kelly Williquette to execute the task order as presented, followed by a second by Commissioner Pierson, and it was unanimously approved.

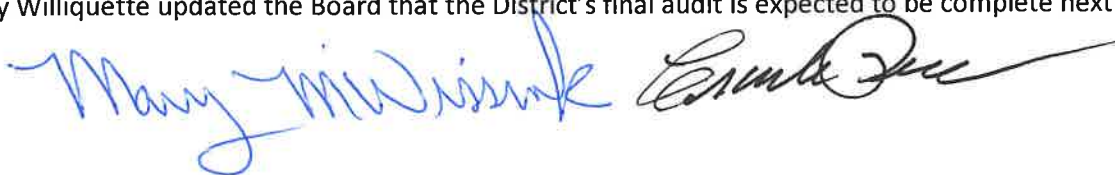
Task Order 21-02 for Welch Comer Engineering to provide GIS Mapping Services was presented to the Board for approval. Commissioner Wissink made a motion authorizing Kelly Williquette to execute the task order as presented, followed by a second by Commissioner Pierson, and it was unanimously approved.

Necia Maiani and Kelly Williquette updated the Board that H<sub>2</sub>O will be onsite this week to start drilling the Helena test well and is anticipated to take approximately one week to complete.

## Open Forum (Board and Staff)

Justin VanDyke informed the Board that the two tow-behind generators that the District recently purchased were used to provide water in System #2 during last Wednesday's wind storm and power outage.

Kelly Williquette updated the Board that the District's final audit is expected to be complete next week.



Commissioner Wissink shared with the Board an article related to cyber security followed by discussion.

**Executive Session**

None

**Adjournment**

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