

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday January 27, 2021 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink and Frank Pierson

General Manager: Kelly Williquette, Assistant Manager: Justin VanDyke, Admin. Supervisor: Cindy Atack

Operations Foreman: Holt Ayles, and Admin. Specialist: Pat Dieter

WA State Auditor's Office: Matt Thompson (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 20, 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 27, 2021, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36665 through #36670 in the total amount of \$29,455.39.

Public Comment

None

Managers' Report

Kelly Williquette presented the Board a contract for switching to Pelorus Billing Software that included a fee schedule for conversion, training, implementation, and quarterly support. After discussion, Commissioner Wissink made a motion to proceed with the contract as presented, Commissioner Pierson seconded the motion, and it was approved unanimously.

Resolution 2021-03 authorizing execution of a contract for meter reading services was presented to the Board and unanimously approved.

Matt Thompson from the State Auditor's Office presented the Board with the District's accountability audit results for the 2018-2019 fiscal years.

Kelly Williquette updated the Board on the Helena test well results from this week's drilling, with more still to come.

Open Forum (Board and Staff)

Holt Ayles informed the Board that the District is in the process of updating the power supply at Colbert wellsite to true 3-phase power and new transfer switch so it's compatible to our tow behind emergency generators. This work is anticipated to start this week. Holt also informed the Board we plan on performing roof upgrades to the Knox wellsite building to improve aesthetics.

Kelly Williquette shared with the Board a list of delinquent accounts, followed by discussion.

Executive Session

None

Adjournment

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

