

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday March 31, 2021 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink, Frank Pierson, and Nathan Jeffries (by phone)

General Manager: Kelly Williquette 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, March 24, 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 March 31, 2021, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36771 through #36782 in the total amount of \$49,555.16. Also, the payroll for the 2<sup>nd</sup> half of March including check #7758 through #7759 in the total amount of \$4,358.80 and EFT's in the total amount of \$51,654.92 for a total gross payroll of \$56,013.72.

## Public Comment

None

## Manager's Report

Kelly Williquette presented the Board a contract for professional services with Toni Nelson to prepare the District's end of year financial reports and it was unanimously approved to proceed with the contract as presented.

Kelly Williquette discussed with the Board that he intends to bring the office staff back full time starting Monday April 5<sup>th</sup>. After discussion, it was also agreed to open the doors to the public as well, but limit customers in the lobby at the same time with masks required. Commissioner Wissink suggested we add something to our website and twitter accounts in relation to this.

## Open Forum (Board and Staff)

There was discussion about the COVID vaccine and online bill pay companies.

## Executive Session

None

## Adjournment

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

Mary Wissink  
Nathan Jeffries by telephone  
Frank Pierson