

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday April 07, 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 31, 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 April 07, 2021, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #36783 through #36795 in the total amount of \$26,156.96.

Public Comment

None

Manager's Report

Justin VanDyke presented the Board a cost analysis for switching from Invoice Cloud online bill pay services to Xpress Bill Pay. The analysis compares the fees the District and the customers are responsible for paying through each billing program. After discussion, the Board agreed that the District should absorb the fees for customer's to pay their bills online, which will help promote online bill pay. Commissioner Wissink made a motion to pay Xpress Bill Pay's monthly fees and transaction fees, Commissioner Jeffries seconded the motion, and it was unanimously approved.

Kelly Williquette updated the Board on current projects around the District.

Open Forum (Board and Staff)

Kelly Williquette informed the Board he's become part of a stakeholder group being convened by Department of Commerce related to funding for COVID driven utility arrearages.

Executive Session

None

Adjournment

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

Frank Pierson
Mary Wissink
Nathan Jeffries by
telephone