

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday December 01, 2021 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson, Mary Wissink, 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, November 24, 2021, were approved as presented.

## Financials

As of this date December 01, 2021, the Board by unanimous vote, does approve for payment of payroll for the second half of November including EFT's in the total amount of \$45,320.92.

## Public Comment

None

## Managers' Report

Resolution 2021-12, a resolution establishing a District funded offset to costs associated with Washington State's new long term care requirement was presented to the Board for approval. After discussion, Commissioner Jeffries and Pierson requested to strike the first "WHEREAS" statement from the document. After edits were completed, Resolution 2021-11<sup>2</sup> was re-presented to the Board for approval. Commissioner Wissink made a motion to approve the revised resolution as presented, Commissioner Jeffries seconded, and it was unanimously approved.

Justin VanDyke and Kelly Williquette updated the Board on a meeting with Welch Comer discussing the District's GIS Program and tools that can be utilized to increase accuracy and functionality. After discussion, the Board agreed to add two GPS units to the 2022 budget. This was followed by discussion of other budgetary items for next year as well.

## Open Forum (Board and Staff)

There was discussion about the temporary office position and Commissioner Wissink made a recommendation to hire as a permanent position at the District. After discussion, it was unanimously agreed to allow Kelly Williquette to proceed with filling another full time Office Assistant position and extend an offer to Kathy Dodd, who's currently holding the position as a temporary hire, effective date to be determined based upon temporary agency contracting.

Commissioner Jeffries announced he will be out of town for next week's meeting but plans to call in.

Commissioner Pierson announced he will be out of town for the next two meetings, but will call in.

## Executive Session

None

## Adjournment

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

Mary M. Wissink

Nathan Jeffries by telephone  
Frank Pierson by telephone