

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday July 20, 2022 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Nathan Jeffries, Frank Pierson, and Mary Wissink (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, July 13, 2022, 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 July 20, 2022, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #37981 through #37994 in the total amount of \$604,216.90. Also, payroll for the first half of July including checks #7771 through #7776 in the total amount of \$5,986.03 and EFT's in the total amount of \$55,934.04 for a total gross payroll of \$61,920.07. Checks #7771 and #7773 have been voided and check #7775 was a reissue of check #7759. Check #7759 has also been voided.

Public Comment

Gary Keller attended the meeting to discuss a large water bill with the Board and any forgiveness options the District might have. The customer was able to locate and repair the leak within the billing cycle and since then the monthly consumption has been returned to normal. The Board recognizes the substantial benefit to the District's water conservation efforts and protection of a natural resource by the timely repair of the leak. As a compromise and settlement of any potential disputes that may have arisen between the customer and the District, and in recognition of the customer's commitment to water conservation that benefits all District customers, half of the overage amount, a total of 110 units of water that resulted from the leak, was agreed unanimously to be forgiven by the Board this one time on the account.

Managers' Report

Kelly Williquette updated the Board on the Mountain View and Jefferson water main replacement project. Due to project delays and the complexity of receiving materials for the project, the hourly ceiling for having a Welch Comer project inspector onsite has been met and there's anticipation of at least two more weeks of construction to take place. Therefore, Amendment No. 1 to Task Order 21-05 adding an additional \$7,000 to the previously requested scope of services was presented to the Board for approval. After discussion, Commissioner Pierson made a motion for Kelly Williquette to execute the Amended Task Order as presented, Commissioner Wissink seconded, and it was unanimously approved.

Kelly Williquette and Justin VanDyke informed the Board that the District has extended an offer to Jamie Houck for the Office Assistant position and her anticipated start date is August 1st followed by discussion.

Justin VanDyke presented the Board a contract to enter into an agreement to purchase a receiver antenna and become part of a GPS Continuously Operating Reference Station in exchange for a membership to access the GPS satellite system and utilize the units we use for GIS map incorporation. Commissioner Pierson made a motion to execute the agreement as presented, Commissioner Wissink seconded, and it was unanimously approved.

Open Forum (Board and Staff)

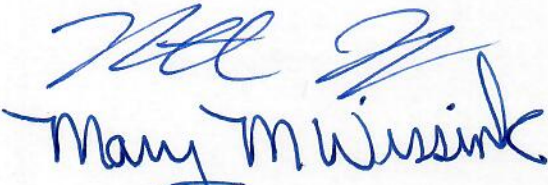
Commissioner Pierson announced he will be out of town next week for the meeting.

Executive Session

The Board called an executive session to last 10 minutes from 9:27 to 9:37 a.m. to discuss potential litigation against the District. The Board ended the executive session as the full 10 minutes was not needed and returned to normal session at 9:33 a.m.

Adjournment

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


Mary M. Wiersink
Frank Pierson by telephone