

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office  
Wednesday, December 20, 2023 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson, Mary Wissink, and Nathan Jeffries  
General Manager: Kelly Williquette and Assistant Manager: Justin VanDyke  
Administrative Supervisor: Cindy Atack

## Approval of Agenda/Minutes

The agenda for today's regular meeting was approved as presented. The minutes for the regular meeting held on Wednesday, December 13, 2023, 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 December 20, 2023, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #38935 through #38946 in the total amount of \$30,623.00 and an EFT in the total amount of \$20,282.55 for a total gross expenditure of \$50,905.55. Also, payroll for the first half of December including check #7828 in the total amount of \$140.86 and EFT's in the total amount of \$60,967.02 for a total gross payroll of \$61,107.88.

## Public Comment

None

## Managers' Report

Cindy Atack and Commissioner Wissink updated the Board on the District's audit closeout meeting with the Washington State Auditor's Office for the years 2020, 2021, and 2022. Apart from some minor corrections, no significant findings or deficiencies were identified.

## Open Forum (Board and Staff)

Commissioner Wissink asked about a past Labor and Industries claim, followed by discussion.

## Executive Session

None

## Adjournment

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

Mary Wissink  
Cindy Atack  
Justin VanDyke