

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office  
Wednesday, December 06, 2023 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson (by phone) and Mary Wissink  
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 29, 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 06, 2023, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #38900 through #38920 in the total amount of \$74,704.21. Also, payroll for the second half of November including EFT's in the total amount of \$61,287.40.

## Public Comment

None

## Managers' Report

Kelly Williquette discussed with the Board changes to the proposed 2024 budget.

Kelly Williquette presented the Board a copy of the cost of living adjustment for Water District Commissioners set by the State followed by discussion for District Employee COLA adjustments. A resolution for approval will be presented at next week's regularly scheduled meeting.

## Open Forum (Board and Staff)

Commissioner Pierson asked about the status of the Mercy Ct. waterline break, and Justin VanDyke updated the Board on the flow modeling that was performed by our District Engineers and the plan for repairs.

## Executive Session

None

## Adjournment

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

*Mary Wissink*  
*Frank Pierson*  
*Justin VanDyke*