

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office  
Wednesday, January 03, 2024 – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson, Mary Wissink, and Nathan Jeffries  
General Manager: Kelly Williquette, Assistant Manager: Justin VanDyke,  
Utility Systems Technician: Wayne Parks, and Administrative Supervisor: Cindy Attack

## Oath of Office

Cindy Attack swore in Mary Wissink to her new term as Spokane County Water District No. 3 Commissioner.

## 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 27, 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 January 03, 2024, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #38958 through #38977 in the total amount of \$159,568.48. Also, payroll for the second half of December including EFT's in the total amount of \$57,883.84.

## Public Comment

None

## Managers' Report

Wayne Parks updated the Board on the District's progress in providing emergency backup power to vulnerable areas throughout the water district.

Justin VanDyke requested authorization from the Board to present an offer to the property owner at 820 N. Dorn Court for a permanent waterline easement in the amount of \$16,000. After discussion, Commissioner Jeffries made a motion to proceed, Commissioner Wissink seconded the motion, and it was unanimously approved.

## Open Forum (Board and Staff)

None

## Executive Session

The Board entered into executive session for 30 minutes at 9:23 to discuss the performance of a public employee and returned to normal session at 9:53.

## Adjournment

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

