

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday, April 02, – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Nathan Jeffries, Frank Pierson, 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, March 26, 2025 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 April 02, 2025, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #39725 through #39736 in the total amount of \$21,471.84. Also, payroll for the second half of March including checks #7867 through #7869 in the total amount of \$9,306.78 and EFT's in the total amount of \$77,543.93 for a total gross payroll of \$86,850.71. Check #7866 was inadvertently skipped and re-used during first half of April payroll.

## Public Comment

None

## Managers' Report

Kelly Williquette informed the Board that traffic control is set up on Cascade Way and our contractor began work this week.

Task Order No. 25-02 for Welch Comer Engineering to perform a water system impact study for Ponderosa Ridge, reimbursed by the developer, was presented to the Board for approval. Commissioner Wissink made a motion to allow Kelly Williquette to execute the task order as presented, Commissioner Pierson seconded, and it was unanimously approved.

## Open Forum (Board and Staff)

Kelly Williquette updated the Board on the health status of several District employees and a spouse who had surgeries last week.

Justin VanDyke and Kelly Williquette informed the Board that they will both be out of town during next week's meeting, but Holt Ayles and Cindy Attack will be present for the meeting.

Commissioner Pierson and Commissioner Jeffries announced they will be unavailable for the regular meeting on April 16<sup>th</sup>, so the meeting has been tentatively rescheduled for Tuesday April 15<sup>th</sup> at 9:00 a.m. to maintain a quorum. Advertisements will be posted at the District Office and on the District Website reflecting these changes.

## Executive Session

None



**Adjournment**

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

A handwritten signature in blue ink, consisting of stylized, cursive letters that appear to read "M. R." or similar.