

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday, May 21, – 9:00 a.m.

## Call to Order/Confirm Quorum

Attendance: Commissioners: Nathan Jeffries (by phone), 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, May 14, 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 May 21, 2025, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #39820 through #39823 in the total amount of \$50,831.13 and an EFT in the total amount of \$17,070.34 for a total gross expenditure of \$67,901.47. Also, payroll for the first half of May including check #7870 in the total amount of \$140.86 and EFT's in the total amount of \$77,221.48 for a total gross payroll of \$77,362.34.

## Public Comment

None

## Managers' Report

Kelly Williquette informed the Board that he intends to make changes to the purchasing manual to adjust per diem amounts to cover inflation and will present those changes for approval at a later meeting.

Kelly Williquette and Justin VanDyke spoke with the Board on selling some surplus property the District owns and no longer has a use for. The Board showed support so we will begin property appraisals and get our attorney involved in the steps to complete the process.

There was a tour of the newly completed 8-bay truck shed at the office.

## Open Forum (Board and Staff)

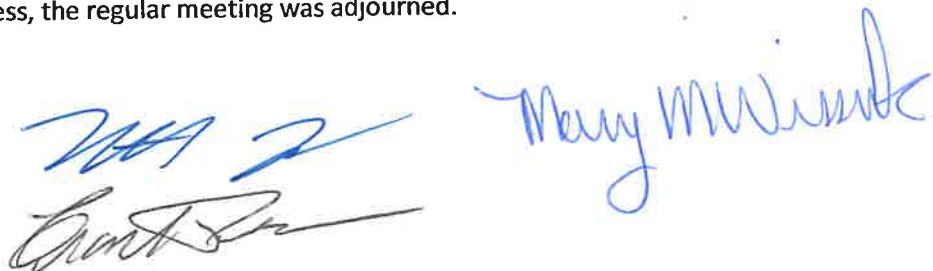
None

## Executive Session

None

## Adjournment

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

The block contains two handwritten signatures in blue ink. On the left is a signature that appears to be 'Justin VanDyke'. On the right is a signature that appears to be 'Mary Wissink'.