

# Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday, May 28, – 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, May 21, 2025 were approved as presented. Also the corrected minutes from the regular meeting held on Wednesday, April 02, 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 28, 2025, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #39824 through #39829 in the total amount of \$13,107.12.

## Public Comment

None

## Managers' Report

Kelly Williquette presented the Board changes to the District Purchasing Manual for approval. After review, Commissioner Wissink made a motion to approve the changes as presented, Commissioner Pierson seconded, and it was unanimously approved.

Kelly Williquette provided the Board updates to the staff organization chart along with updated staff contact information as requested.

## Open Forum (Board and Staff)

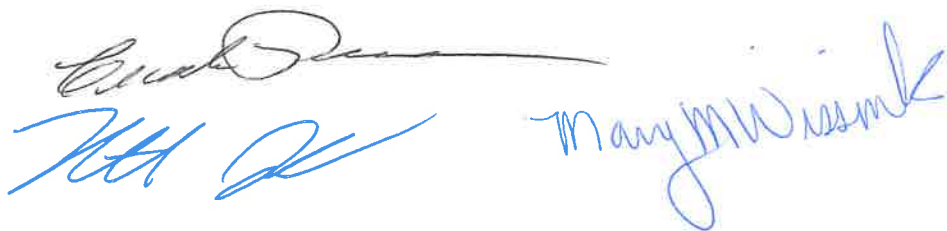
There was discussion about the sale of surplus property and demolition of unused buildings currently owned by the District.

## Executive Session

None

## Adjournment

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



Three handwritten signatures are visible at the bottom of the page. From left to right, they appear to be: Nathan Jeffries (in blue ink), Frank Pierson (in blue ink), and Mary Wissink (in blue ink).