

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office
Wednesday, October 15, 2025 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Mary Wissink, Frank Pierson, and Nathan Jeffries (by phone)
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, October 08, 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 October 15, 2025, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #40072 through #40085 in the total amount of \$43,585.64. Also, payroll for the first half of October including check #7882 in the total amount of \$140.86 and EFT's in the total amount of \$78,670.10 for a total gross payroll of \$78,810.96.

Public Comment

None

Managers' Report

Resolution 2025-04 executing a request for proposal and sole source agreement for Asterra Leak Detection Services was presented to the Board for approval. After discussion, Commissioner Pierson made a motion to approve the resolution as presented, Commissioner Jeffries seconded, and it was unanimously approved.

Task Order No. 25-05 for Welch Comer Engineering to evaluate a water service request for a 60-unit senior living facility on Broadway was presented to the Board for approval. Commissioner Jeffries made a motion to allow Kelly Williquette to execute the task order as presented, Commissioner Pierson seconded, and was unanimously approved.

Justin VanDyke and Kelly Williquette updated the Board on the Thierman waterline design.

Open Forum (Board and Staff)

Commissioner Wissink asked about the status of the Labor and Industries appeal. Kelly Williquette informed the Board that he presented our case at a preliminary hearing over the phone last week and L & I was going to review our appeal and have an answer by November 25th. There was discussion about the next steps if they were to deny it.

Commissioner Jeffries announced that he will be back to in-person attendance next week.

Executive Session

None

Adjournment

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



Frank Pierson
Mary Wissink