

Minutes of the Board of Water Commissioners

Spokane County Water District No. 3 Office

Wednesday, December 17, 2025 – 9:00 a.m.

Call to Order/Confirm Quorum

Attendance: Commissioners: Frank Pierson, Mary Wissink, and Nathan Jeffries (by phone)

General Manager: Kelly Willquette 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, December 10, 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 December 17, 2025, the Board by unanimous vote, does approve for payment of the checks included in the above summary and further described as follows: Checks #40187 through #40202 in the total amount of \$53,478.01 and an EFT in the total amount of \$19,501.29 for a total gross expenditure of \$72,979.30. Also, payroll for the first half of December including check #7884 in the total amount of \$115.86 and EFT's in the total amount of \$80,360.02 for a total gross payroll of \$80,475.88.

Public Comment

None

Managers' Report

The Board agreed to table the 2026 budget discussion until next week's meeting since Commissioner Jeffries wasn't able to attend the meeting in person.

Open Forum (Board and Staff)

Just a reminder that next week's meeting will be held at 9:00 a.m. Monday, December 22nd due to the office being closed for the Holidays.

Executive Session

None

Adjournment

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

