

Hangman Hills Water District No. 15
P.O. Box 11187
Spokane, WA 99211-1187

Minutes of the Meeting

December 19, 2011

The regular meeting of the Board of Commissioners was held at the Spokane County Fire District No. 8 building on the Palouse Highway at 7:00 pm. Those in attendance were Commissioner Quinnett, Commissioner Sainsbury, Contract Operations and Maintenance Manager Ty Wick, and Secretary Cliff Chinn. A quorum for the meeting was established.

Minutes of the November 21, 2011 meeting were presented for the Board's approval. Motion to approve the meeting minutes as presented was made by Commissioner Quinnett and seconded by Commissioner Sainsbury. The Board, by unanimous vote approved the meeting minutes.

New Business

- Commissioner Quinnett will take the Water District's phone calls for the next month.
- Clifford Chinn brought up that the County failed to electronically deliver the payment for the 3rd quarter of the Combined Excise Tax return. A Department of Revenue notification was received indicating a return was received without the corresponding payment. Late charges had been assessed. The County was contacted and the Treasury Department agreed that the payment was never made. An apparent clerical error caused the missed processing. The Department of Revenue has requested a letter of explanation to reverse the late fees. The backup documentation has been completed and the letter will be created shortly.
- Figures for the upcoming annual budget were discussed and approved.
- It was discussed and agreed that Commissioner Sainsbury would become the Board President for the upcoming year.

Financial

- Delinquent & Disputed Accounts – There were 8 delinquent accounts and 2 disputed accounts discussed.

Correspondence

- Notice of an upcoming rate increase for services rendered by Water District 3 were discussed.

Accounts

Cliff Chinn made available to the Board the Monthly Voucher Listing for November. Expense reimbursement claims required by RCW 42.24.090 have been recorded on the Listings. As of this date, December 19, 2011, upon motion made by Commissioner Sainsbury, and seconded by Commissioner Quinnett, the Board, by unanimous vote, did approve for payment the vouchers included in the above listing and further described as follows: Vouchers #1330 through #1335 – for the total amount of \$2,148.44.

- Fund Balances– H36 \$194,534.48 & H38 \$ 96,151.21. Cliff Chinn presented the November 2011 Income Statement and the November 30, 2011 Balance Sheet. The fund balances shown on the Balance Sheet agree with the county reports.

Old Business

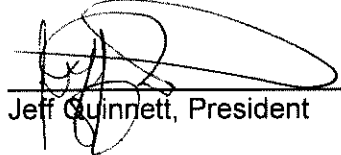
- A request for additional website content was made. Further discussions on the FAQs, and posting of the bylaws was made.

Open Forum

No citizens were present for Board meeting discussions.

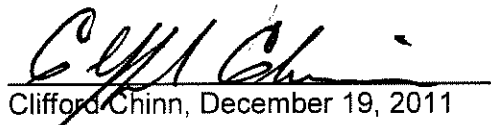
Adjournment

There being no further business to come before the District, the official meeting was closed at 8:00 PM.



Jeff Guinnett, President

Respectfully submitted,



Clifford Chinn, December 19, 2011