

Hangman Hills Water District No. 15
9116 E Sprague Ave #460
Spokane, WA 99206-3601

Minutes of the Meeting

October 15, 2012

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 September 17, 2012 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.
- A motion was made to adopt a resolution to vacate the chair of any Commissioner after three unexcused absences during a twelve month period was made by Commissioner Quinnett and seconded by Commissioner Sainsbury. The Board, by unanimous vote approved the motion.

Correspondence

- Secretary Cliff Chinn indicated that Jeff Arbuckle from the Washington State Auditor's Office requested the meeting minutes for 2010 and 2011 to complete the annual audit. Jeff Arbuckle was informed that the required documents were included in the annual report notes and were also available on the HHWD15.com website.

Old Business

- Ty Wick indicated that the new billing software appeared to be functioning and error free.

Financial

- Delinquent & Disputed Accounts –
There were 22 delinquent accounts and 0 disputed accounts.

Accounts

Cliff Chinn made available to the Board the Monthly Voucher Listing for October. Expense reimbursement claims required by RCW 42.24.090 have been recorded on the Listings. As of this date, October 15, 2012, upon motion made by Commissioner Sainsbury, and seconded by Commissioner Quinnett, the Board, by unanimous vote, approved for payment the vouchers included in the above listing and further described as follows: Vouchers #1416 through #1424 – for the total amount of \$2,993.38. Also as of this date, October 15, 2012, upon motion made by Commissioner Quinnett and seconded by Commissioner Sainsbury, the Board, by unanimous vote, approved for

payment the cash disbursement listing for the 3rd quarter combined excise taxes in the total amount of \$1,199.92.

- Fund Balances– H36 \$222,769.30 & H38 \$ 96,982.90. Cliff Chinn presented the September 2012 Income Statement and the September 30, 2012 Balance Sheet. The fund balances shown on the Balance Sheet agree with the county reports.

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 7:42 PM.



Jeff Sainsbury, President

Respectfully submitted,



Clifford Chinn, October 15, 2012