

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

Minutes of the Meeting

November 19, 2012

The regular meeting of the Board of Commissioners was held at the Spokane County Fire District 8 building on the Palouse Highway at 7:00 PM. Those in attendance were Commissioner Quinnett, Commissioner Sainsbury, Commissioner Laib, Contract Operations and Maintenance Manager Ty Wick, and Secretary Cliff Chinn. A quorum for the meeting was established.

Minutes of the October 15, 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 Laib. The Board, by unanimous vote approved the meeting minutes.

New Business

- Commissioner Laib will take the Water District's phone calls for the next month.
- Due to the upcoming holiday season, and Spokane County's request to have an earlier cut-off date for warrant processing, the Hangman Hills Water District 15 will hold the December meeting on December 10, 2012

Correspondence

- Secretary Cliff Chinn presented the results of the Washington State Auditor's accountability audit. It was found that in the areas examined, "the District's internal controls were adequate to safeguard public assets. The District also complied with state laws and its own policies in the areas" which were examined.

Old Business

- Ty Wick indicated that the new billing software appeared to be functioning and error free.
- Absenteeism was re-discussed. Motion to rescind the previous motion to vacate the chair of any commissioner after three unexcused absences during a twelve month period and to instead follow state guidelines with respect to member absenteeism was made by Commissioner Quinnett and seconded by Commissioner Sainsbury. The Board, by unanimous vote approved the motion.

Financial

- Delinquent & Disputed Accounts –
There were 9 delinquent accounts and 1 disputed accounts.

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, November 19, 2012, 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 #1425 through #1433 – for the total amount of \$7,508.19.

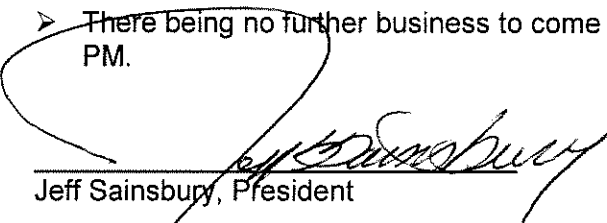
- Fund Balances– H36 \$227,257.36 & H38 \$ 97,064.67. Cliff Chinn presented the October 2012 Income Statement and the October 31, 2012 Balance Sheet. The fund balances shown on the Balance Sheet do not agree with the County reports. The discrepancies have been located and verifications have been requested. Corrections will be presented to the Water District's Board at the next scheduled meeting.

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 7:25 PM.


Jeff Sainsbury, President

Respectfully submitted,


Clifford Chinn, November 19, 2012