

SAJB Officers: President Jeremy Jenkins, Vice President Shane Sheppard,
Secretary Todd Henry, Treasurer Doug Greenlund



SPOKANE AQUIFER JOINT BOARD

Meeting Minutes

January 23, 2025 at 1:30 pm

Hybrid Meeting

Spokane County Water District #3

1225 N. Yardley Rd., Spokane, WA

1. CALL TO ORDER

a. Welcome and Call to Order

The Board of Directors of the Spokane Aquifer Joint Board (SAJB) met in Regular Session via Teams and in person at Spokane County Water District #3. A total of twenty-one (21) attended the meeting including: ten (10) SAJB voting representatives, one (1) SAJB voting representative alternate, two (2) SAJB non-voting representative, Program Manager Meagan Hayes, and seven (7) guests.

President Jenkins called the regular meeting of the Spokane Aquifer Joint Board to order at 1:39pm.

b. Consideration of December 12, 2024, Meeting Minutes

President Jenkins called for additions, corrections, or deletions to the minutes of December 12, 2024. Scott Inch moved to approve the December meeting minutes as presented; Doug Greenlund seconded the motion. The motion carried unanimously. Minutes approved.

2. FINANCAL REPORT – Treasurer Doug Greenlund

a. Approve Bill Payments for January 2025

Treasurer Doug Greenlund presented the bill payment summary for January 2025. Administration fund bills included:

Treasurer Greenlund, reimbursement for 1099 forms and envelopes, \$65.32 check number 1045.

Wellhead Implementation fund bills included:

Anne Frances Web Design, Invoice 9275 for web services, \$46.80, check number 2736

MJH Consulting, Invoice 2025-01 for program management services, \$3,867.24, check number 2737

A motion was made by Justin VanDyke and seconded by Bruce Davidson to approve the January 2025 bills as presented; none opposed. Motion carries and bill payments are authorized.



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Treasurer Greenlund informed the board that assessments and dues will be issued in the coming week. Additionally, Doug notified all that December 2025 will be his last month as the Treasurer.

3. OLD BUSINESS

- a. IWAC Updates – Suzanne Scheidt
IWAC President Suzanne Scheidt attended meeting. Suzanne informed the board that IWAC is on track to submit their Aquifer Protection District grant by March 5. Suzanne informed that board that she recently met with Kootenai County Development Services and discussed how to coordinate model outputs with their planning efforts. Suzanne also notified the board that a data center is being proposed on the north side of Kootenai County and shared general concerns about water usage and potential contamination.

- b. Eastern Washington Regional Science & Engineering Fair – Cash Prize
President Jenkins informed the Board that due to the Washington State Constitution, specifically, Article VIII, Section 7, the board is unable to provide money to support this prize/award. The Board still intends to support the efforts by pooling together a “goodie bag” to accompany the prize and aim to ensure Aqua Duck is available to give the prize to the winner. Meagan will coordinate with R. Boese regarding remaining coordination needs.

4. NEW BUSINESS

- a. Elections in Accordance with Article 7 of the SAJB Agreement for Formation
President Jenkins informed the board that consistent with the Agreement for Formation, Article 7, elections are to occur on the first regular meeting of every odd calendar year. The President, Vice President, Secretary require election; the Treasurer can be either elected or appointed.

A motion was made by Bruce Davidson and seconded by Scott Inch to retain the existing executive board as follows: Jeremy Jenkins as President, Shane Sheppard as Vice-President, Todd Henry as Secretary, and Doug Greenlund as Treasurer; none opposed. Motion carries. All will serve a two-year term with the exception of Treasurer Greenlund, whose term will end December 31, 2025. A special election or appointment will occur in January 2026 to complete the term.

- b. Resolution 2025-01 – Authorizing the execution of an agreement with KSPS PBS to provide services associated with the Education and Awareness Committee
President Jenkins introduced the Resolution and provided a summary of the agreement.



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A motion was made by Doug Greenlund and seconded by Rick Neal to approve Resolution 2025-01 as presented; none opposed. Motion carries and the agreement will be executed.

- c. Resolution 2025-02 – Authorizing the execution of a personal services agreement with Boese Water Resources, LLC
President Jenkins introduced the Resolution and provided a summary of the agreement.

A motion was made by Rick Neal and seconded by Justin VanDyke to approve Resolution 2025-02 as presented; none opposed. Motion carries and the agreement will be executed.

- d. Resolution 2025-03 – Authorizing the execution of a personal services agreement with the Spokane River Forum
President Jenkins introduced the Resolution and provided a summary of the agreement.

A motion was made by Rick Neal and seconded by Scott Inch to approve Resolution 2025-03 as presented; none opposed. Motion carries and the agreement will be executed.

- e. Resolution 2025-04 – Authorizing the Execution of a Personal Services Agreement with GSI Water Solutions, Inc for SAJB Wellhead Protection Groundwater Flow Model Update and Climate Change Analysis
President Jenkins introduced the Resolution and provided a summary of the agreement, including an extension of the original contract and a slight increase in cost due to increases in labor prices. This change will require a budget amendment in the coming months.

A motion was made by Doug Greenlund and seconded by Rick Neal to approve Resolution 2025-04 as presented; none opposed. Motion carries and the agreement will be executed.

- f. Board Member training requirements – Open Government Training
Jeremy introduced training requirements for all board members. In brief, all voting board members must complete Open Government Training in accordance with RCW 42.56, RCW 42.30, and RCW 40.14. The training can be completed entirely virtually and is available online: <https://www.atg.wa.gov/open-government-training>



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Once board members complete their training, they are to notify the Program Manager for record-keeping and for the issuance of their training certificate. The target completion date is the regular meeting in May, 2025

- g. Announcing new subcommittees: Education and Outreach Subcommittee and Agreement for Formation Subcommittee
President Jenkins informed the board members of a need to establish two subcommittees to support current efforts.

The first subcommittee is the Education and Outreach Subcommittee. This committee is intended to assist in designing and/or selecting new items to provide during events, support event presentations, support the creation of two new spots per the KSPS, and other outreach and education needs. Rick Neal volunteered to support this subcommittee. Amy Sumner with Spokane County will reach out to her colleagues to evaluate interest in participating.

The second subcommittee is the Agreement for Formation Subcommittee. This committee is intended to support the evaluation and revision of the existing Agreement for Formation documents, which haven't been overhauled since their adoption in 1995. Todd Henry and Rick Neal volunteered to support this subcommittee.

President Jenkins will send an email requesting additional volunteers for these subcommittees.

5. WELLHEAD PROGRAM IMPLEMENTATION PLAN – Program Manager Report

Program Manager Hayes provided a brief summary of recent activities and actions. Mainly, efforts have been targeted on training, 2025 resolutions and contracts, the 2025 budget, and coordinating various upcoming outreach events. Aqua Duck and Meagan will be at Sunrise Elementary on January 28 for a STEM Event.

6. OPEN FORUM

President Jenkins opened a general dialogue regarding using cameras for surveillance at water towers.

7. ADJOURN

There being no further business, President Jenkins adjourned the regular meeting of the SAJB meeting at 2:41 pm.

President, Jeremy Jenkins

Secretary, Todd Henry



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