

Highline Water District Regular Board Meeting Minutes January 4, 2012

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engineering/Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, Inslee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

Commissioner Guite called the meeting to order at 9:00 a.m.

1A. OATH OF OFFICE - NEWLY ELECTED COMMISSIONER GERALD (JERRY) GUIE

John Milne administered the Oath of Office to Commissioner Guite.

2. APPROVE AGENDA

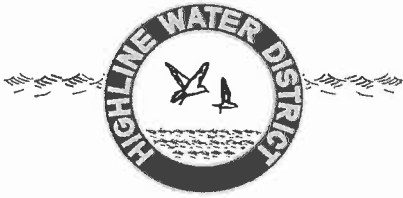
Commissioner Koester's motion to approve the Agenda as presented seconded by Commissioner Landon. The motion carried unanimously.

3. CONSENT AGENDA

Consent Agenda items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing which was made available to the Board of Commissioners.

Minutes:	December 21, 2011 Regular Meeting			
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers	TOTAL AMOUNT
Maintenance	09-075-0010	01/10/12	14870 - 14899	\$ 115,569.53
Construction	09-075-0030	12/30/11	901344	\$ 15,000.00
Construction	09-075-0030	01/10/12	901345	\$ 6,618.77
Maintenance – Payroll	09-075-0010	12/30/11	302386	\$ 570.04
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	12/23/11	01/04/12	\$ 21,566.02
Direct Deposit – Payroll	09-075-0010	12/23/11	12/30/11	\$ 67,919.73
Dept of Retirement	09-075-0010	12/23/11	01/13/12	\$ 10,035.54
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
NONE				

Commissioner Koester's motion to approve the Consent Agenda as presented seconded by Commissioner Landon. The motion carried unanimously.



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4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

- ◆ Resolution 12-1-4A electing the President of the Board of Commissioners. Commissioner Johnson's motion nominating Commissioner Koester to serve as President of the Board in 2012 seconded by Commissioner Guite. After discussion, the motion carried unanimously.
- ◆ Resolution 12-1-4B electing the Secretary of the Board of Commissioners. Commissioner Guite's motion nominating Commissioner Johnson to serve as Secretary of the Board in 2012 seconded by Commissioner Koester. After discussion, the motion carried unanimously.
- ◆ Resolution 12-1-4C authorizing 2012 General Engineering Services Agreement with PACE Engineers, Inc. Commissioner Koester's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Resolution 12-1-4D authorizing 2012-2013 SCADA Support Services Agreement with S & B, Inc. Commissioner Koester's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

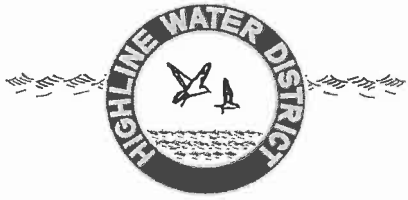
6. STAFF/COMMISSIONERS/ATTORNEY

John Milne

- ◆ Lakhani Enterprises Property Purchase relating to McMicken Heights Well & Treatment Plant - District staff gave Mr. Milne a check for \$15,000 (remaining balance due) payable to the King County Superior Court Clerk for the purchase of the property located at 3767 S. 164th Street, SeaTac, Washington 98188. Mr. Milne stated that his firm would submit the check and file a Stipulation Decree of Appropriation with the court next week. Mr. Milne stated that the District should receive a clear title to the property the second week of January.

Vince Koester

- ◆ Newly elected Board President Vince Koester presented Commissioner Guite with a plaque commending his service as the 2011 Board President.



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Vince Koester

- ◆ WASWD association with Municipal Research Services Center (MRSC) – Vince recommended WASWD stop paying for MRSC services. Vince stated that most districts rarely, if ever, use the service. After discussion, the Board agreed for Matt to prepare a letter on behalf of the Board to send to the Executive Director of WASWD stating their opposition to paying for MRSC services, because these services are already available to HWD and other Districts who are Enduris members.

Jeremy DelMar

- ◆ S 234th Pl Water Quality Complaint – A customer sent a letter to the Commissioners requesting the District replace the aging 6" AC water main along their street due to corrosion issues. Jeremy explained to the Board that the District replaced all the galvanized service lines with copper in 2000. Jeremy stated that the District flushed the water main on a monthly basis as part of the perimeter flushing program since 2004. Jeremy said he does not believe the water main needs replacement at this time. Jeremy and Mike Becker will meet with the customer today to discuss their concerns and will update the Board at a future meeting.

Matt Everett

- ◆ Seattle Operating Board 1/5/12 Meeting – Mercer Island @ 2:30 pm – Matt informed the Commissioners that the Seattle Operating Board would be reorganizing the present small, medium and large utility districts categories. The large district category currently consists of the following districts: Highline, Woodinville, Soos Creek, and Northshore. Mercer Island and KCWD 20 will be added to the large category. The Board will hold elections at the meeting to determine a representative for each respective category.
- ◆ WASWD Section IV 1/16/12 Meeting – KCWD 90 @ 7:00 pm – Matt reminded the Board that the meeting would be held on Martin Luther King Day. Matt informed the Board that Don Monfort, Interim Executive Director of WASWD, is currently negotiating with a potential candidate for the Executive Director position.

Kathleen Quong-Vermeire

- ◆ Kathleen commented on a Fire Symposium she attended at Seatac Airport. A fire chief from Miami-Dade County Fire Department discussed an event where there was no communication between the Miami-Dade County Fire Department and the Airport Fire Department. Kathleen suggested District management contact the Port of Seattle Fire Department to discuss fostering better communications between local jurisdictions.



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Kathleen Quong-Vermeire

- Ham Operator License – Kathleen commented that she is in the process of obtaining a Ham Operator License. Kathleen suggested training for interested staff members to add another level of communication during an emergency event.

There being no further business of the District, President Koester concluded the meeting at 9:59 AM.

BOARD OF COMMISSIONERS



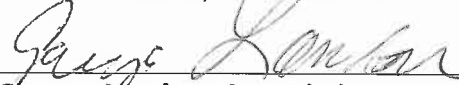
Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner