



Highline Water District Regular Board Meeting Minutes February 15, 2012

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

1. CALL TO ORDER

President Koester called the meeting to order at 4:00 p.m.

2. APPROVE AGENDA

Commissioner Guite'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: February 1, 2012 Workshop Meeting

WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers	TOTAL AMOUNT
Maintenance	09-075-0010	02/08/12	14990	\$ 2,650.53
Maintenance	09-075-0010	02/21/12	14991 - 15043	\$ 441,678.77
Construction	09-075-0030	02/21/12	901353 - 901359	\$ 155,348.41
Maintenance-Payroll	09-075-0010	02/10/12	302387	\$ 833.98

ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	02/03/12	02/15/12	\$ 22,363.94
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	02/03/12	02/10/12	\$ 67,533.24
Dept. of Retirement	09-075-0010	02/03/12	03/15/12	\$ 10,403.90
Dept. of Retirement – Deferred Compensation	09-075-0010	02/03/12	02/10/12	\$ 2,768.00
Health Equity (KC-BEN96)	09-075-0010	02/03/12	02/10/12	\$ 189.00
HRA-VEBA (KC-BEN60)	09-075-0010	02/03/12	02/10/12	\$ 2,073.50

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
NONE		

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



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4. PUBLIC INPUT

Customer Norman Hines (17819 51st Ave S) addressed the Board regarding an option in lieu of service removal at the Angle Lake Neighborhood Church. Action Taken: Reference Motion 12-2-15(1).

5. RESOLUTIONS/MOTIONS

- ◆ Resolution 12-2-15A authorizing surplus and disposal of office and field equipment. Commissioner Landon's motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.
- ◆ Resolution 12-2-15B authorizing purchase of 2012 Ford Transit Connect XLT Cargo Van (Bickford Motors). Commissioner Johnson's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Resolution 12-2-15C commending employee (Greg Wilson) for fifteen years of service with the District. Commissioner Landon's motion to approve seconded by Commissioner Johnson. After discussion, the motion carried unanimously.
- ◆ Resolution 12-2-15D authorizing increase in Petty Cash Fund Amount to \$950. Commissioner Johnson's motion to approve seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.
- ◆ Motion 12-2-15(1) to change the existing classification of the water service at the Angle Lake Neighborhood Church, to an irrigation service upon the demolition of existing structure on the site; and require the Angle Lake Neighborhood Church to continue to pay the base rate for the water service until demolition is completed, in which time the irrigation meter will be locked and no base rate would be required per Highline Water District Code 6.04.020. After discussion of the motion duly made and seconded, the motion carried unanimously.
- ◆ Motion 12-2-15(2) to proceed with the installation of security fencing at the McMicken Heights Well and Treatment Plant. Commissioner Koester's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- ◆ Project 07-2 McMicken Heights Treatment Plant Site Fencing – Jeremy explained to the Board that the District resubmitted a revised permit application for the purchase of the Lakhani property adjacent to the treatment plant. Originally, the City of SeaTac approved a 6-foot chain link fence with barbed wire that would match the existing fencing around the site. However, upon resubmitting the permit application, the City's planning department stated that City code does not allow barbed or razor wire in residential zoning. Jeremy offered the Board the following options: (1) no fencing, which would leave the site unprotected; (2) install 8-foot chain link fence without barbed wire; or (3) install approximately 910 LF of 8-foot high security fencing with angled spikes (photographs distributed). Each option was discussed in detail. The Board selected Option 3 as it provides the most protection to the site of the options discussed. Jeremy will discuss with the contractor and present a change order for the Board's consideration at a future meeting. Action Taken: Reference Motion 12-2-15(2).



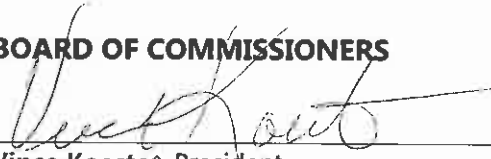
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Matt Everett

- ◆ WASWD Executive Director Position – Matt received an email from Don Monfort, Interim Executive Director, informing Matt that four (4) interviews are tentatively scheduled for 2/24/12 (times to be determined). Mr. Monfort also stated that Ron Nowicki would be leading the interview process.
- ◆ Customer Kudos for District Employee – Customer Marlene Jones sent a letter (2/8/12) to the District to express her appreciation for Delylah Silva for her excellent customer service.

There being no further business of the District, President Koester concluded the meeting at 4:58 PM.

BOARD OF COMMISSIONERS



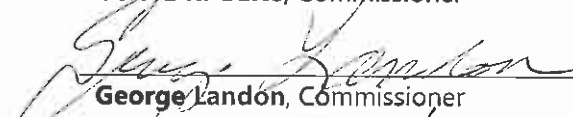
Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner