



Highline Water District Regular Board Meeting Minutes April 18, 2012

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

1. CALL TO ORDER

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

2. APPROVE AGENDA

Commissioner Johnson's motion to approve the Agenda as presented seconded by Commissioner Quong-Vermeire. 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: April 4, 2012 Regular Meeting

WARRANTS						
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers		TOTAL AMOUNT	
Maintenance	09-075-0010	04/13/12	15197 - 15199		\$	5,565.77
Maintenance	09-075-0010	04/23/12	15200 - 15249		\$	126,793.23
Construction	09-075-0030	4/23/12	901373 - 901376		\$	413,675.10

ELECTRONIC TRANSFER FUNDS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	04/13/12	04/25/12	\$	20,624.16
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	04/13/12	04/20/12	\$	62,131.58
Dept of Retirement	09-075-0010	04/13/12	05/15/12	\$	9,957.92
Dept of Retirement – Deferred Compensation	09-075-0010	04/13/12	04/20/12	\$	2,768.00
Health Equity (KC-BEN96)	09-075-0010	04/13/12	04/20/12	\$	189.00
HRA-VEBA (KC-BEN60)	09-075-0010	04/13/12	04/20/12	\$	2,073.50

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
3.1	12-4-18A	Resolution accepting developer extension as complete (AutoZone)

Commissioner Johnson's motion to approve the Consent Agenda as presented seconded by Commissioner Quong-Vermeire. The motion carried unanimously.



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4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

- ◆ Resolution 12-4-18B authorizing rescinding of Resolution 05-3-16G, amending the Highline Water District Code (HWDC) Section 6.04.020 - Water Service Installation Rates - Table 3, regarding fire hydrant installation and amending accordingly, the Fire Hydrant Installation Agreement. Commissioner Johnson's motion to approve seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.
- ◆ Motion 12-4-18(1) authorizing the abandonment of a 6" AC water main located under Barnes Creek on S 226th Street between 13th Ave S & 15th Ave S in the City of Des Moines. Commissioner Guite's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- ◆ Jeremy requested a motion from the Board for authorization to abandon a 6" AC water main located under Barnes Creek at S 226th St between 13th Ave S & 15th Ave S. Jeremy stated that the main poses a liability to the District due to the age, type of pipe and its location in steep terrain. Jeremy said the hydraulic model determined the available fire flow would be 1,400 gpm with the pipe abandoned in place. Action Taken: Reference Motion 12-4-18(1).

Debbie Prior

- ◆ Debbie informed the Board that she would email the 1st Quarter Financials (Budget vs. Actual) this Friday for their review prior to the 4/24/12 Board Workshop.

Matt Everett

- ◆ 2012 PNWS-AWWA Annual Conference - Yakima, WA, May 2-4, 2012 – Matt will be attending the conference and will not be in attendance for the May 2nd Board meeting.
- ◆ Public Works Trust Fund (PWTF) Loans
Jeremy presented a map of the District's 4" and 6" AC water mains (approximately 60 miles) to the Board for reference. Matt, Jeremy and staff are working on packaging an area of 4" and 6" AC mains for a water main replacement project to present to the Board for authorization to apply for a PWTF loan.
- ◆ Meeting with Blair Burroughs, WASWD Executive Director – 4/20/12 – The Commissioners asked Matt to convey their opposition to any City or County imposed utility taxes.



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Commissioner Vince Koester

- ◆ Vince polled the Board and staff to see if there was any interest in changing the time of the 3rd Wednesday Board meeting from 4:00 p.m. to 9:00 a.m. The Commissioners agreed to discuss this matter further at another Board meeting.

There being no further business of the District, President Koester concluded the meeting at 4:34 p.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner