



Highline Water District Regular Board Meeting Minutes July 18, 2012

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson (arrived @ 4:11 pm) 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, Insole Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President Koester called the meeting to order at 4:11 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:	July 2, 2012 Special Meeting			
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers	TOTAL AMOUNT
Maintenance	09-075-0010	07/12/12	15488	\$ 2,641.58
Maintenance	09-075-0010	07/23/12	15489 - 15545	\$ 376,318.91
Construction	09-075-0030	07/23/12	901402 - 901404	\$ 32,118.73
Maintenance - Payroll	09-075-0010	07/13/12	302411 - 302412	\$ 1,012.27
ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	07/06/12	07/18/12	\$ 21,905.12
Direct Deposit - Payroll (KC-PAY47)	09-075-0010	07/06/12	07/13/12	\$ 64,128.72
Dept of Retirement	09-075-0010	07/06/12	08/15/12	\$ 10,251.71
Dept of Retirement - Deferred Compensation	09-075-0010	07/06/12	07/13/12	\$ 2,768.00
Health Equity (KC-BEN96)	09-075-0010	07/06/12	07/13/12	\$ 189.00
HRA-VEBA (KC-BEN60)	09-075-0010	07/06/12	07/13/12	\$ 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.



**Highline Water District
Regular Board Meeting Minutes
July 18, 2012**

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

None

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Project 07-2 McMicken Heights Well & Treatment Plant Update – Jeremy informed the Board that there is an issue with the coating of the steel piping inside the treatment plant. It was detected last week during a backwashing process that the interior coating was delaminating and failing. The general contractor will be removing the piping and will recoat. The recoated pipe will be inspected by a NACE certified inspector. The recoated pipe is tentatively scheduled to be reinstalled mid-August.

6.2 Project 11-1 B -North Hill Tank Recoating – The contractor is sandblasting the interior of the tank and is currently coating the tank floor with primer.

Matt Everett

6.3 2012 Monthly Water Supply vs. Sales – Matt noted that the current unaccounted for water loss for the year (Jan-Jun) was slightly over 11 percent and the water sales are 1% below 2011 at this time.

6.4 Vehicle Accident (7/10/12) – Matt informed the Board that a District employee was involved in an accident near 12th Pl S & S 206th St. The District's insurance company was informed of the accident and a police report was filed. Matt will update the Board on the status of the investigation.

6.5 WASWD Board Meeting & Retreat @ WASWD Office – 7/23/12 – Matt will attend the meeting and all-day retreat.

6.6 General Managers Meeting @ WD 90 – 7/24/12 – Matt will attend the meeting. Commissioner Guite asked Matt to bring up for discussion, WAC 246-290-490 Cross-Connection Control, regarding the necessity of backflow devices for irrigation systems and the District's opposition to a 6% utility tax that some cities are imposing in exchange for an assumption vote.

Debbie Prior

6.7 2012 2nd Quarter Financial Statements – Debbie will email the 2012 2nd quarter financial report to the Commissioners for their review and comments. The Commissioners and staff will discuss at the 7/24/12 Workshop meeting.



**Highline Water District
Regular Board Meeting Minutes
July 18, 2012**

Commissioner Johnson

- 6.8 Dan asked what the topic of discussion would be for the 7/24/12 Board Workshop meeting. Jeremy stated he will have a presentation on the District's connection charges and will provide a copy of the PowerPoint presentation with the agenda for the meeting.

There being no further business of the District, President Koester concluded the meeting at 4:52 PM.

BOARD OF COMMISSIONERS



Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner