



Highline Water District Regular Board Meeting Minutes August 15, 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

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

2. APPROVE AGENDA

Commissioner Landon's motion to approve the Agenda as presented seconded by Commissioner Guite. 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:	August 1, 2012 Regular Meeting			
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers	TOTAL AMOUNT
Maintenance	09-075-0010	08/07/12	15579	\$ 3,377.88
Maintenance	09-075-0010	08/20/12	15580 - 15625	\$ 585,322.53
Construction	09-075-0030	08/20/12	901413 - 901418	\$ 271,884.53
Maintenance - Payroll	09-075-0010	08/10/12	302413 - 302414	\$ 1,099.84
ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	08/03/12	08/15/12	\$ 21,667.65
Direct Deposit - Payroll (KC-PAY47)	09-075-0010	08/03/12	08/10/12	\$ 63,579.39
Dept of Retirement	09-075-0010	08/03/12	09/14/12	\$ 10,209.84
Dept of Retirement - Deferred Compensation	09-075-0010	08/03/12	08/10/12	\$ 2,768.00
Health Equity (KC-BEN96)	09-075-0010	08/03/12	08/10/12	\$ 189.00
HRA-VEBA (KC-BEN60)	09-075-0010	08/03/12	08/10/12	\$ 2,073.50
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
NONE				

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



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4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 12-8-15A authorizing the General Manager to enter into Construction Loan Agreement PC13-961-022 with the Washington State Public Works Board for Project 13-1 Angle Lake Water Main Replacement. Commissioner Landon's motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

Resolution 12-8-15B authorizing Amendment No. 4 to RH2 Engineering Contract #08-60-04 for Project 07-2 McMicken Heights Groundwater Well/Treatment Plant. Commissioner Landon's motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

Motion 12-8-15(1) authorizing the General Manager to renew the District's property and liability insurance policy with Enduris Washington and pay the annual premium effective 9/1/12-9/1/13. Commissioner Landon's motion to approve seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Des Moines Gateway Project (S 216th St from 18th to 24th) – Jeremy will meet with the City of Des Moines to discuss the draft Interlocal Agreement. Jeremy will update the Board at the 8/28/12 Workshop meeting.

6.2 Seatac S 168th St Sidewalk Improvements – Jeremy stated that the District has approximately 1,500 LF of AC main located in the project area on the south side of McMicken Heights Elementary School. The District would like to partner with the City to replace the main with 8" ductile iron pipe. The District has requested a proposal for the water main design from Roth Hill.

Debbie Prior

6.3 Part-Time Custodian Position – The District's custodian submitted his resignation to accept a full-time job. Debbie is interviewing candidates for the position and will make a selection by the end of this week.

Matt Everett

6.4 Annual Backflow Device Testing on Residential Irrigation Systems – Matt asked the managers at the WASWD Section IV Managers meeting (7/24/12) if they were interested in pursuing legislation to eliminate annual testing requirements. The consensus was no.



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There being no further business of the District, President Koester concluded the meeting at 4:31 PM.

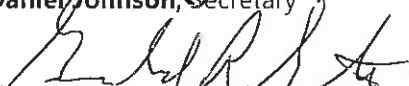
BOARD OF COMMISSIONERS



Vince Koester, President



Daniel Johnson, Secretary



Gerald R. Guite, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner