



## Highline Water District Workshop Meeting Minutes September 25, 2012

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

### 1. CALL TO ORDER

President Koester called the meeting to order at 9:00 a.m.

### 2. APPROVE AGENDA

Commissioner Johnson'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.*

<b>Minutes:</b>	September 5, 2012 Regular Meeting				
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Voucher Numbers		TOTAL AMOUNT
Maintenance	09-075-0010	09/19/12	15676 - 15677		\$ 11,597.47
Maintenance	09-075-0010	09/28/12	15678 - 15729		\$ 126,596.46
Construction	09-075-0030	09/28/12	901426 - 901429		\$ 78,789.73
ELECTRONIC TRANSFER FUNDS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	09/14/12	09/26/12	\$	21,504.73
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	09/14/12	09/21/12	\$	63,820.03
Dept of Retirement	09-075-0010	09/14/12	10/05/12	\$	10,243.59
Dept of Retirement – Deferred Compensation	09-075-0010	09/14/12	09/21/12	\$	2,768.00
Health Equity (KC-BEN96)	09-075-0010	09/14/12	09/21/12	\$	189.00
HRA-VEBA (KC-BEN60)	09-075-0010	09/14/12	09/21/12	\$	2,321.50
Dept of Revenue – B&O Tax	09-075-0010	08/31/12	09/26/12	\$	69,408.50
Dept of Revenue – Unclaimed Property	09-075-0010	08/31/12	09/26/12	\$	128.75
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
NONE					

Commissioner Johnson'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 12-9-25A authorizing Interlocal Agreement by and between the City of Des Moines and Highline Water District regarding the Transportation Gateway Project Segment 2. Commissioner Guite's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Resolution 12-9-25B accepting as complete - Small Site Asphalt and Concrete Patching Repair Work (Asphalt Patch Systems, Inc. - Maintenance Contract #11-50-13). Commissioner Johnson's motion to approve was seconded by Commissioner Guite. After discussion, the motion carried unanimously.

Motion 12-9-25(1) to confirm the General Manager's decision to declare an emergency event and waive competitive bidding requirements pursuant to RCW 39.04.280(1)e; (2)(b) and (3) for repair of delaminated paint on the exteriors of the two (2) ground storage reservoirs at Mansion Hill in order to prevent corrosion of the reservoirs and further authorizing the General Manager to hire S & K Painting, Inc. to perform the necessary emergency repairs on a time and materials basis, beginning Monday, October 1, 2012. Commissioner Landon's motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

#### 6. OTHER

##### **Debbie Prior**

6.1 King County Investment Pool Update – Debbie informed the Board that the *Rhinebridge* structured investment lawsuit was settled by King County. The District recovered \$16,000 of the previously declared loss.

##### **Matt Everett**

6.2 WASWD Proposed Revisions to Bylaws – The Board discussed the following proposed revisions: (1) allowing only one vote per District in lieu of one vote per Commissioner; and (2) voting via mail in lieu of voting in person. Matt said WASWD Section IV may schedule a workshop to discuss the proposed revisions.

6.3 WASWD Fall Conference 9/19/12 – 9/21/12 – Matt was reelected to serve another three-year term as the Managers' Representative on the WASWD Board.



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**BOARD OF COMMISSIONERS**

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**Vince Koester**, President

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**Daniel Johnson**, Secretary

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**Gerald R. Guite**, Commissioner

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**George Landon**, Commissioner

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**Kathleen Quong-Vermeire**, Commissioner