



Highline Water District Regular Board Meeting Minutes February 2, 2011

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

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

3. CONSENT AGENDA

Minutes: January 19, 2011 Regular Meeting; January 25, 2011 Workshop Meeting

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	02/08/11	13736 - 13776	\$ 73,870.18
Construction	09-075-3030	02/08/11	901239 901241	\$ 7,458.80

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	01/21/11	02/02/11	\$ 22,233.75
Direct Deposit - Payroll	09-075-0010	01/21/11	01/28/11	\$ 64,484.54
Dept of Retirement	09-075-0010	01/21/11	02/15/11	\$ 8,134.57
Dept of Retirement - Deferred Compensation	09-075-0010	01/21/11	01/28/11	\$ 2,953.00
HRA - VEBA	09-075-0010	01/21/11	01/28/11	\$ 1,993.50
Dept of Revenue - B&O Tax	09-075-0010	12/31/10	01/26/11	\$ 43,561.88

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.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

- ◆ Resolution 11-2-2A authorizing the General Manager to enter into an Indemnity Agreement with Southwest Suburban Sewer District for Emergency Repairs at Maplewild Ave SW (Indian Trail). Commissioner Koester's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- ◆ Project 10-2 360 Zone PRVS/Orillia Rd Water Main Extension – The City of Tukwila approached the District requesting the District install two hydrants on the west side of Orillia Road. District staff will get a proposal from the contractor (Titan Earthworks). The City of Tukwila will reimburse Highline for the cost of the hydrants. Jeremy will update the Board at a future meeting.
- ◆ Des Moines Gateway Project @ S 216th St & 24th Ave S – PACE Engineers submitted a proposal (approximately \$30,000) for the design of the water main relocation. Matt and Jeremy will meet with Dan Brewer, City of Des Moines Transportation Engineer, next week to discuss the project further.
- ◆ 16th Ave S & S 228th St Road Repair – District staff will solicit bids from asphalt companies via the MRSC Small Works Roster to repair the roadway damaged by the main break that occurred on 12/1/2010. Staff will bring a proposal to the Board at a future meeting.
- ◆ Coatings Evaluations - Star Lake Tank and North Hill Tank – Jeremy informed the Board that the District received a proposal from Custom Coating Consultants to evaluate the interior condition of the Star Lake Tank and the interior/exterior conditions of the North Hill Tank. The evaluation will aid the District in determining when the tanks would require recoating.

Debbie Prior

- ◆ King County Investment Pool 3rd Annual Meeting 1/25/11 - Debbie informed the Board that she attended the meeting. PFM Asset Management reviews the investment pool portfolio on a quarterly basis. Approximately 82% of the Pool's holdings are guaranteed and/or supported by the U.S. Government. Tom Goodwin, Chief Economist, King County, stated that the real estate market has yet to bottom-out locally. The forecast for return on investments is less than 1% for 2011 and 2012 and the unemployment rate will remain at 9% or above through this time in 2012. The Pool purchased new software to assist with analyzing the investment portfolio. The Pool has also advertised for a new Credit Analyst position.

Vince Koester

- ◆ Commissioner Koester reiterated his resentment of the City of SeaTac requiring traffic control officers for HWD work in the right-of-way and the cost to the District. Matt will keep track of the costs for 2011 and report to the Board.

Jerry Guite

- ◆ President Guite asked for an updated "HWD Mini Facts" card. Staff will update and provide the cards to the Commissioners at the 2/16/11 Board meeting.

Kathleen Quong-Vermeire

- ◆ Commissioner Quong-Vermeire stated that she plans to attend the EPA Energy Management One-Day Workshop (2/7/11) in Yakima and the Evergreen Rural Water of Washington 17th Annual Conference & Tradeshow in Yakima (February 8-10, 2011).



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Matt Everett

Matt commented on the following items from the 02/02/11 General Manager's Report:

- ◆ Public Works Trust Fund Loan Program – Matt prepared letters on behalf of the Board requesting the representatives and senators that represent the ratepayers in the District's legislative service area; vote to support full funding of the PWTF Loan program. The Board signed the letters. Staff will email and mail the letters to the legislators.
- ◆ Lakehaven Utility District (LUD) General Manager Retiring – Matt informed the Board that Don Perry is retiring effective 4/30/11. John Bowman, LUD Engineering/Water Manager, will take over the General Manager position on 5/1/11.

There being no further business of the District, President Guite concluded the meeting at 9:36 AM.

BOARD OF COMMISSIONERS



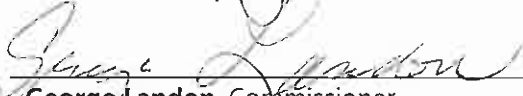
Gerald R. Guite, President



Vince Koester, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner