



Highline Water District Regular Board Meeting Minutes May 18, 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, Inslee Best Katherine Weber, Inslee Best
		VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

3. CONSENT AGENDA

Minutes: May 4, 2011 Regular Meeting					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	05/16/11	14090	\$ 3,819.19	
Maintenance	09-075-0010	05/24/11	14091 - 14143	\$ 108,594.78	
Construction	09-075-3030	05/24/11	901274 - 901279	\$ 139,142.80	
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	05/06/11	05/25/11	\$ 22,174.17	
Direct Deposit - Payroll	09-075-0010	05/06/11	05/20/11	\$ 65,427.99	
Dept of Retirement	09-075-0010	05/06/11	06/15/11	\$ 7,965.50	
Dept of Retirement – Deferred Compensation	09-075-0010	05/06/11	05/20/11	\$ 2,883.00	
HRA – VEBA	09-075-0010	05/06/11	05/20/11	\$ 1,993.50	

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
3.1	11-5-18A	Resolution accepting developer extension as complete (South Correctional Entity -SCORE)

Commissioner Koester'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 11-5-18B awarding construction contract #11-70-14 to McClure and Sons, Inc. for Project 07-2 McMicken Heights Well and Treatment Plant. 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

- ◆ North Hill Tank and Star Lake Tank Coating Painting – Jeremy reviewed the Statement of Qualifications of four (4) consultants from the Municipal Research Services Center Roster (MRSC). The firm of Roth Hill was selected to provide a scope of services and develop a budget for painting the interior of the Star Lake Tank and the interior and exterior of the North Hill Tank. Jeremy will update the Board at a future meeting.
- ◆ Project 10-3 HWD HQ Roof Repair/Office Remodel – Jeremy explained to the Board that the current downspouts at the headquarters building are inadequate. The District's consultant, Page and Beard Architects, recommended an additional five (5) downspouts to the building. Jeremy will request a proposal from C. D. Construction Management to provide and install the downspouts. Jeremy said that District crews would dig the required trenches and install pipe between the storm system and the building.

Matt Everett

- ◆ SPU Algae Response Letter – Ray Hoffman, SPU Director, responded to the Commissioners' April 6, 2011 letter, which requested that either SPU provide the District with a water supply that does not disrupt its distribution system or reimburse the District for its time and material costs to deal with the problem. Mr. Hoffman stated that SPU will continue their current strategy of bypassing Lake Youngs as much as possible during a *Cyclotella* bloom and by Highline researching other possible metering methods. Mr. Hoffman stated that there is no current contractual basis to reimburse Highline for the time and materials removing the algae from the meter screens.
- ◆ Proposed 2012 SPU 28% Rate Increase – Matt informed the Board that he sent an email to SPU stating the District's opposition to the large rate increase SPU is proposing for wholesale water in 2012.

7. EXECUTIVE SESSION - PERFORMANCE REVIEW

- ◆ *RCW 42.30.110(g) - To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.*

President Guite convened an Executive Session at 4:25 pm to discuss an employee's job performance. In attendance were Commissioners' Guite, Johnson, Koester, Landon, Quong-Vermeire, and Matt Everett, General Manager, Debbie Prior, Finance Manager, Jeremy



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DelMar, Engineering/Operations Manager and Katherine Weber, Attorney, Inslee Best. The General Manager advised that the executive session would be concluded in approximately 15 minutes. At 4:40 pm, it was publicly announced that the executive session would be extended for an additional 15 minutes. At 4:55 pm, the executive session was concluded and the open public meeting was reconvened.

There being no further business of the District, President Guite concluded the meeting at 4:56 pm.

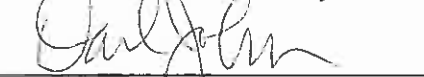
BOARD OF COMMISSIONERS



Gerald R. Guite, President



Vince Koester, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner