



Highline Water District Regular Board Meeting Minutes May 4, 2011

ATTENDEES		
COMMISSIONERS Gerald R. Guite - Conference 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

Secretary 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 Quong-Vermeire. The motion carried unanimously.

3. CONSENT AGENDA

Minutes:	April 20, 2011 Regular Meeting; April 26, 2011 Workshop Meeting				
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	05/10/11	14041 -	14089	\$ 332,619.21
Construction	09-075-3030	05/10/11	901267 -	901273	\$ 18,157.53
Maintenance - Payroll	09-075-0010	05/06/11	302371 -		\$ 832.76
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	04/29/11	05/11/11	\$	22,124.06
Direct Deposit - Payroll	09-075-0010	04/29/11	05/06/11	\$	64,308.92
Dept of Retirement	09-075-0010	04/29/11	05/13/11	\$	7,984.53
Dept of Retirement – Deferred Compensation	09-075-0010	04/29/11	05/06/11	\$	2,883.00
HRA – VEBA	09-075-0010	04/29/11	05/06/11	\$	1,993.50
Dept of Revenue – B&O Tax	09-075-0010	03/31/11	04/26/11	\$	52,773.56

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
NONE		

Commissioner Johnson's motion to approve the Consent Agenda as presented seconded by Commissioner Quong-Vermeire. The motion carried unanimously.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

NONE



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6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- ◆ Landscape Maintenance at Pump Stations and Tank Sites – The proposals were due on 4/28/11 by 12:00 pm. The District received eleven (11) proposals. The low responsible bidder was Cascade Landscape Services Inc. with a bid of \$5,852.23 (includes sales tax). The Notice of Award and contract documents will be sent to Cascade Landscape Services.
- ◆ Small Site Asphalt and Concrete Maintenance Work – District staff will send out a Request for Proposals this month via the MRSC Roster.
- ◆ North Hill Tank and Star Lake Tank Coating Inspections – Custom Coatings completed its inspection of the tanks. Custom Coatings recommended painting the interiors of both tanks and the exterior of the North Hill Tank. Staff will evaluate consultants and bring a scope of services to the Board at a future meeting. Matt added that he wants staff to research installing a mixer inside the Star Lake Tank to improve the water quality.

Debbie Prior

- ◆ Uniform Dental Plan (UDP) – As of 6/15/11, the UDP will lower their rates reimbursed to participating dentists., which may result in dentists' terminating their contract with UDP. The Commissioners may want to verify if their dentist will remain with the plan.

Matt Everett

- ◆ Customer Service Survey – Matt commented on several customer responses. The office staff and field personnel were praised for their professionalism.

George Landon

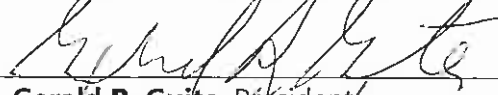
- ◆ Commissioner Landon attended the WASWD Spring Conference and commented that the WASWD staff did a good job.



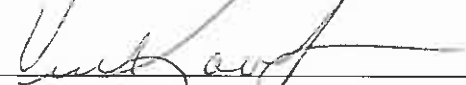
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There being no further business of the District, President Guite concluded the meeting at 9:25 AM.

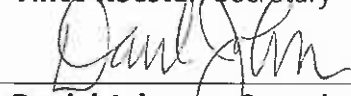
BOARD OF COMMISSIONERS



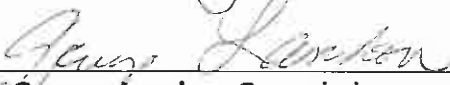
Gerald R. Guite, President



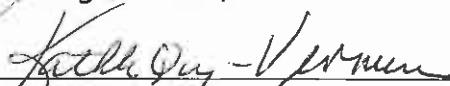
Vince Koester, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner