



# Highline Water District Regular Board Meeting Minutes June 1, 2011

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

**1. CALL TO ORDER**

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

<b>Minutes:</b>	May 18, 2011 Regular Meeting; May 24, 2011 Workshop Meeting				
<b>Fund Name</b>	<b>Fund No.</b>	<b>Warrant Date</b>	<b>Vouchers</b>		<b>AMOUNT</b>
Maintenance	09-075-0010	06/07/11	14144	- 14188	\$ 1,932,654.99
Maintenance - Payroll	09-075-0010	06/03/11	302372		\$ 745.19
<b>Fund Name</b>	<b>Fund No.</b>	<b>Period Ending</b>	<b>EFT Transfer Date</b>	<b>AMOUNT</b>	
Payroll Tax	09-075-0010	05/27/11	06/08/11	\$ 22,413.26	
Direct Deposit - Payroll	09-075-0010	05/27/11	06/03/11	\$ 65,844.02	
Dept of Retirement	09-075-0010	05/27/11	06/15/11	\$ 8,003.67	
Dept of Retirement – Deferred Compensation	09-075-0010	05/27/11	06/03/11	\$ 2,908.00	
HRA – VEBA	09-075-0010	05/27/11	06/03/11	\$ 1,993.50	
Dept of Revenue – B&O Tax	09-075-0010	04/30/11	05/26/11	\$ 46,019.77	

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
<b>NONE</b>		

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 11-6-1A authorizing the General Manager to retire early the Public Works Trust Fund Loan #PW-5-93-280-021 for the Des Moines Well Filtration Plant. Commissioner Johnson's motion to approve seconded by Commissioner Koester. After discussion, the motion carried 4 to 1 with Commissioner Koester abstaining.



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### 6. STAFF/COMMISSIONERS/ATTORNEY

#### Jeremy DelMar

- ◆ North Hill Tank and Star Lake Tank Coating Painting – At the request of the District, Roth Hill, LLC, submitted a scope of services of \$116,445.00 for the design and construction administration work for this project. The scope includes pre-design report, design, bid documents, construction administration and inspection.

A resolution will go before the Board at the 6/15/11 regular board meeting to authorize the General Manager to enter into a contract with Roth Hill.

- ◆ Project 10-3 HWD HQ Roof Repair/Office Remodel – Jeremy received a proposal from C. D. Construction Management to provide and install five additional downspouts recommended by the architect (Page & Beard). The net amount of the proposal was \$1,729.00. Jeremy and Matt are satisfied with the proposal. District crews have dug the required trenches and installed pipe between the storm system and the building.
- ◆ Project SW11-1 S 182nd St Water Main Replacement – The City of SeaTac Inspector has decided to pulverize the road. The District will save between \$15k and \$20k by not having to trench patch but the final amount has yet to be determined.

#### Matt Everett

- ◆ Managers and Commissioners Attending Pre-Meeting Event – Board President Guite wanted the District's legal counsel to give an opinion/recommendation on the appropriateness of the managers and commissioners attending a breakfast prior to a scheduled Board meeting at private location. The District's legal counsel stated it would be best for managers and commissioners to partake of a meal or snack during the Board meeting in keeping with District policy.
- ◆ AWWA National Conference – Washington, D.C. (6/12/11 – 6/17/11) – Matt, Debbie and Commissioner Quong-Vermeire will attend the conference.



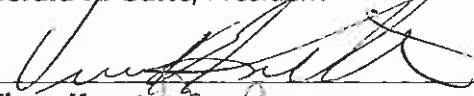
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There being no further business of the District, President Guite concluded the meeting at 9:31 am.

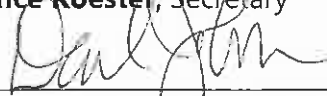
**BOARD OF COMMISSIONERS**

  
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**Gerald R. Guite**, President

  
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**Vince Koester**, Secretary

  
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**Daniel Johnson**, Commissioner

  
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**George Landon**, Commissioner

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**Kathleen Quong-Vermeire**, Commissioner