



Highline Water District Regular Meeting Minutes October 19, 2011

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire (Conference)	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Eng/Ops Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, 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: October 5, 2011 Regular Meeting				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	10/12/11	14604	\$ 3,762.61
Maintenance	09-075-0010	10/25/11	14605 - 14674	\$ 588,945.18
Construction	09-075-3030	10/25/11	901323 - 901328	\$ 112,100.11
Maintenance - Payroll	09-075-0010	10/21/11	302377	\$ 482.48
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	10/14/11	10/26/11	\$ 22,365.11
Direct Deposit – Payroll	09-075-0010	10/14/11	10/21/11	\$ 63,289.10
Dept of Retirement	09-075-0010	10/14/11	11/15/11	\$ 9,788.84
Dept of Retirement –Deferred Compensation	09-075-0010	10/14/11	10/21/11	\$ 2,858.00
HRA –VEBA	09-075-0010	10/14/11	10/21/11	\$ 1,993.50
Dept of Revenue – B&O Tax	09-075-0010	09/30/11	10/26/11	\$ 82,484.15
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
3.1	11-10-19A	Resolution accepting developer extension as complete (Goodpaster Finch Water Main Extension)		

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.



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5. RESOLUTIONS/MOTIONS

Resolution 11-10-19B commending employee (Polly Daigle) for twenty years of service with the District. Commissioner Koester's motion to approve seconded by Commissioner Johnson. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Matt Everett

- ◆ WASWD – Scott McKinnie, Executive Director, submitted his resignation, effective 10/21/11. Don Monfort, President, WASWD, Board of Directors, will represent the Board and support the staff as Interim Executive Director until a decision is made regarding interim or permanent replacement.

Debbie Prior

- ◆ 3rd Quarter Financials – Debbie will email copies to the Board this Friday (10/21/11) for review and comments at the 10/25/11 Board Workshop.
- ◆ Accounting Specialist Position Filled – The District hired Paula Farnam to fill the position vacated by Dayla Boerger. Paula started work on Monday, October 17, 2011.
- ◆ WASWD 10/19/11 Email Requesting Feedback Relating to Potential Legislation - Debbie informed the Board that the Association is considering sponsoring a bill that would authorize Districts to issue their own checks while keeping their investments with the County investment pools. Debbie will respond to the question asked, "Is your District its own Treasurer?"

6. EXECUTIVE SESSION – LABOR RELATIONS

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.

RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

The General Manager asked the Board for an executive session to discuss the upcoming collective bargaining with Local 32 (United Association of Pipefitters & Plumbers) and employee wages.

President Guite convened the Executive Session at 4:20 p.m. to discuss the upcoming collective bargaining with Local 32 (United Association of Pipefitters & Plumbers) and employee wages. In attendance were Commissioners' Guite, Johnson, Koester, Landon, and Matt Everett, General Manager, Jeremy DelMar, Engineering/Operations Manager, and Debbie Prior, Administrative Manager. The



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6. STAFF/COMMISSIONERS/ATTORNEY

General Manager advised that the executive session would conclude in approximately 10 minutes. At 4:30 p.m., President Guite publicly announced that the executive session would be extended for an additional 10 minutes. At 4:40 p.m., the executive session concluded and the open public meeting reconvened.

No action was taken by the Board.

There being no further business of the District, President Guite concluded the meeting at 4:41 p.m.

BOARD OF COMMISSIONERS

Gerald R. Guite, President

Vince Koester
Vince Koester, Secretary

Daniel Johnson
Daniel Johnson, Commissioner

George Landon
George Landon, Commissioner

Kathleen Quong-Vermeire
Kathleen Quong-Vermeire, Commissioner