



Highline Water District Regular Meeting Minutes November 2, 2011

ATTENDEES		
COMMISSIONERS Gerald R. Guite Vacation Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	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 Dawn Findlay Reitan, Inslee Best VISITORS Tom Keown
Strikeouts indicate absence		

1. CALL TO ORDER

Secretary Koester 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: October 25, 2011 Workshop Meeting					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	11/08/11	14692	- 14713	\$ 50,136.86
Maintenance - Payroll	09-075-0010	11/04/11	302378	-	\$ 570.04
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	10/28/11	11/09/11	\$ 20,817.43	
Direct Deposit – Payroll	09-075-0010	10/28/11	11/04/11	\$ 64,085.31	
Dept of Retirement	09-075-0010	10/28/11	11/15/11	\$ 9,728.96	
Dept of Retirement – Deferred Compensation	09-075-0010	10/28/11	11/04/11	\$ 2,758.00	
HRA –VEBA	09-075-0010	10/28/11	11/04/11	\$ 1,993.50	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
NONE					

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

4. PUBLIC INPUT

No members of the public wished to address the Board.



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5. RESOLUTIONS/MOTIONS

Resolution 11-11-2A granting easement to Puget Sound Energy, Inc. for the purpose of commercial line extensions at 3768 S 166th St, SeaTac, Washington, relating to Project 07-2 McMicken Heights Well and Treatment Plant. Commissioner Johnson's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Motion 11-11-2(1) authorizing the General Manager on behalf of the District to make a payment of \$85,000 to the King County Superior Court Clerk for the Immediate Use and Possession of the Lakhani Enterprises property located at 3767 S. 164th Street, SeaTac, Washington 98188 identified as King County Assessor's Parcel No. 537980-2370-03.

Dawn Findlay Reitan, Attorney, Inslee Best, updated the Board and staff on the property condemnation process. Ms. Reitan said the property owner's attorney is working on the stipulation for Immediate Use and Possession of said property and the Public Use and Necessity documents. Upon the District's receipt of the documents, the District will make a payment of \$85,000 to the King County Superior Court Clerk.

A hearing regarding the Public Use and Necessity would be scheduled unless applicable parties waived the need for a hearing.

The Court would determine the property value in a second hearing. Ms. Reitan stated that if the value of the property were deemed ten percent higher or more than the District's offer, the District would be obligated to pay for the property owner's legal fees and expert testimony fees.

Commissioner Landon's motion to approve seconded by Commissioner Johnson. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Matt Everett

- ◆ Seattle Operating Board (S.O.B.) Retreat 10/28/11 – Matt attended the meeting last Friday and reported that the S.O.B. agreed to a Seattle Regional conservation goal of <105 mgd average consumption for 2013-2018.
- ◆ Public Records Request – Staff received a Public Information Request for documentation of all 2011 expenses paid to the District's Commissioners. Staff will provide the requested information.
- ◆ Customer Water Service Shut-Off – A customer who has previously had water service turned off three times for lack of payment called several times and was belligerent with multiple staff members. The customer threatened to and did cut the lock off the meter.



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District crews pulled the meter and a \$190 fine was imposed (per District policy) for tampering with District equipment. The customer eventually paid his original bill plus the additional fees.

Jeremy DelMar

- ◆ Verizon Site Lease @ North Hill Tank – Verizon will be requesting to terminate the lease prior to the 2013 renewal period because they are not using the site. The prior Lessee (US West), which Verizon took over, abandoned their equipment attached to the tank. The Commissioners were in agreement for staff to offer Verizon a six-month credit with the provision that the abandoned equipment be removed from the tank.

Debbie Prior

- ◆ Health Care Authority Open Enrollment (11/1/11 – 11/30/11) – Debbie informed the Board that the major changes are with the prescription drug plan and the option of a Consumer-Directed Health Plan (CDHP).
- ◆ King County Technical Summit (Nov 2011) - Debbie attended the summit last week and the discussion focused on the County's new accounts payable process for cash management.

There being no further business of the District, Secretary Koester concluded the meeting at 9:41 a.m.

BOARD OF COMMISSIONERS



Gerald R. Guite, President



Vince Koester, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner