



**Highline Water District
Regular Board Meeting Minutes
March 17, 2010**

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| COMMISSIONERS PRESENT Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire CONSULTANT(S) PRESENT | STAFF PRESENT Matt Everett, General Manager Jeremy DelMar, Engineering Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs ATTORNEY(S) PRESENT John Milne |
| Note: Strikeouts indicate absence | |

1. CALL TO ORDER

President Quong-Vermeire called the meeting to order at 4:00 p.m.

2. APPROVE AGENDA

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

3. CONSENT AGENDA

Consent Agenda Items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing which was made available to the Board of Commissioners).

| Minutes: March 3, 2010 Regular Meeting | | | | | |
|--|-------------|---------------|-------------------|--------------|---------------|
| Fund Name | Fund No. | Warrant Date | Vouchers | | AMOUNT |
| Maintenance | 09-075-0010 | 03/17/10 | 12689 | - | \$ 2,724.11 |
| Maintenance | 09-075-0010 | 03/23/10 | 12690 | - | \$ 308,670.42 |
| Construction | 09-075-3030 | 03/23/10 | 901163 | - | \$ 201,514.50 |
| Maintenance - Payroll | 09-075-0010 | 03/12/10 | 302331 | | \$ 575.35 |
| <hr/> | | | | | |
| Fund Name | Fund No. | Period Ending | EFT Transfer Date | AMOUNT | |
| Payroll Tax | 09-075-0010 | 03/05/10 | 03/17/10 | \$ 24,733.04 | |
| Direct Deposit | 09-075-0010 | 03/05/10 | 03/12/10 | \$ 67,312.81 | |
| HRA - VEBA | 09-075-0010 | 03/05/10 | 03/12/10 | \$ 2,151.50 | |
| Dept of Retirement | 09-075-0010 | 03/05/10 | 04/15/10 | \$ 8,402.89 | |
| Dept of Retirement - Deferred Compensation | 09-075-0010 | 03/05/10 | 03/12/10 | \$ 3,153.00 | |

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

4. PUBLIC INPUT – Customer Bo Lindstrom – 19740 Military Rd S, Seattle, WA 98188, requested to speak to the Board to discuss alternative methods for rates. He proposed eliminating meter base fees and increasing the water consumption rates. The Board thanked Mr. Lindstrom for his input, but disagreed with his suggestion.

5. BOARD RESOLUTIONS

Resolution 10-3-17A accepting Developer Extension as Complete (Seatac Fire Station No. 46). Commissioner Johnson's motion to approve was seconded by Commissioner Landon. After discussion, the motion carried unanimously.



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5. BOARD RESOLUTIONS

Resolution 10-3-17B accepting Developer Extension as Complete (John Knox Church). Commissioner Landon's motion to approve was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

Resolution 10-3-17C accepting Developer Extension as Complete (Normandy Park Partners). Commissioner Landon's motion to approve was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

Resolution 10-3-17D accepting Developer Extension as Complete (Scocollo Road A). Commissioner Landon's motion to approve was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

Resolution 10-3-17E authorizing the General Manager to enter into consultant agreement with Page and Beard Architects for design of the District Headquarters roof repair and replacement – Phase 1 Existing Conditions and building solutions. Commissioner Landon's motion to approve was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

6. MOTIONS/MINUTES ENTRIES

Commissioner Koester's motion to authorize the General Manager to purchase trailer mounted vacuum excavator was seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Commissioner Koester's motion to authorize minute entry noting corrections to the 2/23/2010 minutes, was seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Commissioner Koester's motion to include completed developer extension projects as Consent Agenda Items in the future was seconded by Commissioner Johnson. After discussion, the motion carried unanimously.

7. STAFF/COMMISSIONERS/ATTORNEY

Matt Everett

Matt commented on the following item(s) from the General Manager's Report of 3/17/2010:

- ◆ Project 08-1 Salt Air Hills Contract Status Update – Matt, Jeremy, Ken Kase and Marc Montieth (Midway Sewer District) and Dave Hutley (PACE) met with Stanton Beck, Construction Attorney with Lane Powell law firm and a forensic accountant to discuss the claims submitted by Pivetta Brothers Construction. Highline and Midway will share the legal costs for the arbitration proceedings.
- ◆ Proposed Amendment to 2010 Operating Budget and 2010 Capital Improvement Plan: Matt proposed to the Board to amend the budget to include the District's Headquarters Roof Replacement project and the City of Seatac's 42nd Ave S Water Line and Pavement Restoration project as new capital improvement projects. The dollar limit for small works projects is \$350,000 and both projects will exceed the threshold. Matt will discuss his recommendations at the 3/23/2010 Workshop meeting.



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7. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

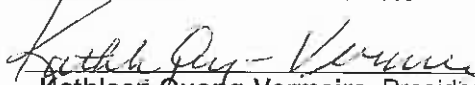
- ◆ City of Des Moines North Twin Bridge Seismic Retrofit Project – John Milne is reviewing the draft interlocal agreement between Highline and the City of Des Moines. The District's water main hangs on one side of the bridge by hangers. The retrofit requires the District's main to be removed from the bridge and reinstalled with new hangers. The District's estimated construction and administration costs are \$40,000.
- ◆ City of Des Moines – S 223rd Street Improvements – The City is in the running to receive a federal grant to grind and overlay S 223rd St from 24th Ave S west to the Marina, for approximately three blocks of the project, the District has aging 6" and 8" AC water main in the right-of-way. If the City receives funding, the District may consider a contract revision to Project 07-1 490 Zone to replace the existing main which is also part of the District's 490 Zone. The cost is estimated at \$130,000 to \$150,000 plus mobilization for the contractor. Jeremy will update the Board at a future meeting.
- ◆ Project 06-1 Southcenter Parkway Extension – The City of Tukwila will hold the bid opening on Thursday, March 18, 2010 @ 10:00 AM at Tukwila City Hall. Matt and Jeremy plan to attend.

Debbie Prior

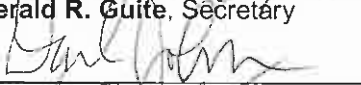
- ◆ Debbie reminded the Commissioners to submit their F-1 forms to the Public Disclosure Commission (PDC) by April 15th.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 4:58 PM.

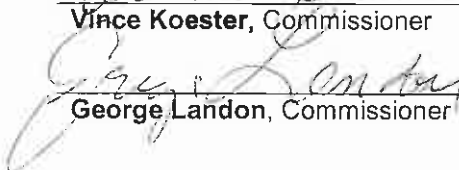
BOARD OF COMMISSIONERS


Kathleen Quong-Vermeire, President


Gerald R. Guite, Secretary


Daniel Johnson, Commissioner


Vince Koester, Commissioner


George Landon, Commissioner