



Highline Water District Regular Board Meeting Minutes August 18, 2010

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson (arrived @ 4:10 pm) 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

President Quong-Vermeire called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

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

3. CONSENT AGENDA

Minutes:	August 4, 2010 Regular Meeting				
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	08/24/10	13202 - 13255		\$ 617,214.32
Construction	09-075-3030	08/24/10	901197 - 901200		\$ 25,232.68
Maintenance - Payroll	09-075-0010	08/13/10	302331		\$ 750.89
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	08/06/10	08/18/10	\$ 23,938.30	
Direct Deposit	09-075-0010	08/06/10	08/13/10	\$ 64,648.94	
HRA - VEBA	09-075-0010	08/06/10	08/13/10	\$ 2,151.50	
Dept of Retirement	09-075-0010	08/06/10	09/15/10	\$ 8,159.91	
Dept of Retirement – Deferred Compensation	09-075-0010	08/06/10	08/13/10	\$ 3,940.50	
Dept of Revenue – B&O Tax	09-075-0010	07/31/10	08/26/10	\$ 60,533.70	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
NONE					

Commissioner Koester's motion to approve the Consent Agenda as amended to correctly state the meeting minutes as August 4, 2010, was seconded by Commissioner Landon. The motion carried unanimously.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

- Resolution 10-8-4A authorizing eighteen-month time extension for completion of the Landmarque developer extension project. Commissioner Koester's motion to approve was seconded by Commissioner Landon. After discussion, the motion carried unanimously.



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5. RESOLUTIONS/MOTIONS

- ◆ Resolution 10-8-4B authorizing amendment to developer extension agreement to allow developers to provide alternative performance guarantees (securities) in lieu of a performance bond. Commissioner Koester's motion to approve was seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Resolution 10-8-4C commending employee (Dayla Boerger) for five years of service with the district. Commissioner Guite's motion to approve was seconded by Commissioner Koester and carried unanimously.
- ◆ Motion 10-8-4(1) by Commissioner Koester to cancel the September 15, 2010 Regular Board Meeting due to scheduling conflict with the WASWD Fall Conference and schedule a Special Meeting for September 22, 2010 at 9:00 a.m. was seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Motion 10-8-4(2) duly made and seconded to schedule a Special Meeting in coordination with Midway Sewer District, for August 26, 2010, at 9:00 AM, to meet with Scott McKinney, the new WASWD Executive Director, and tour the respective Districts' facilities. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- ◆ Project 10-1 42nd Ave S – All of the water meter installation will be completed by next Monday (8/23/10).
- ◆ Project 10-3 HWD HQ Roof Repair/Office Remodel - Jeremy informed the Board that the project would be advertised for bids on 9/2/10 with a bid opening scheduled for 9/16/10. Jeremy anticipates construction to begin mid-October.
- ◆ Project 07-2 McMicken Heights Well/Treatment Plant – Jeremy anticipates bidding the project in November 2010.

Matt Everett

Matt commented on the following items from the 8/18/10 General Manager's Report:

- ◆ Scheduling Conflict with September 15, 2010 Board Meeting – Matt reminded the Commissioners that the board meeting conflicts with the WASWD Fall Conference. Matt asked the Board to consider scheduling a special meeting for September 22, 2010 at 9:00 am. The Board unanimously agreed to hold a special meeting on 9/22/10. (Reference Section 5 Resolutions/Motions).
- ◆ Water Sales Update – The District's water sales are approximately 10.5% less than anticipated in the 2010 budget (January – July).



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6. STAFF/COMMISSIONERS/ATTORNEY

- ◆ New WASWD Executive Director – A special board meeting to meet with the new WASWD Executive Director, Scott McKinney, is scheduled for 8/26/10 at 9:00 am. Matt Everett, HWD General Manager, and Ken Kase, General Manager, Midway Sewer District, will give Mr. McKinney a tour of the respective Districts' facilities. (Reference Section 5 Resolutions/Motions).
- ◆ Water Meter Access Policy for Property Owners – Matt informed the Board of the need to have a written policy in place and will bring a resolution to the Board at the 8/18/2010 meeting.

Jerry Guite

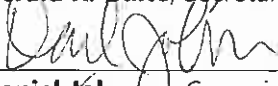
- ◆ Commissioner Guite mentioned that Johnson Controls, Inc. has a company division that detects where water loss occurs. Jeremy will follow up with contact.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 4:40 PM.

BOARD OF COMMISSIONERS


Kathleen Quong-Vermeire, President


Gerald R. Guite, Secretary


Daniel Johnson, Commissioner


Vince Koester, Commissioner


George Landon, Commissioner