



Highline Water District Regular Board Meeting Minutes December 1, 2010

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson 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

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

2. APPROVE AGENDA

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

3. CONSENT AGENDA

Minutes:	November 17, 2010 Regular Meeting; November 23, 2010 Workshop				
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	12/07/10	13544	-	13569 \$ 42,595.94
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	11/26/10	12/08/10	\$ 22,854.01	
Direct Deposit - Payroll	09-075-0010	11/26/10	12/03/10	\$ 63,710.53	
Dept of Retirement	09-075-0010	11/26/10	12/15/10	\$ 8,275.92	
Dept of Retirement – Deferred Compensation	09-075-0010	11/26/10	12/03/10	\$ 4,503.00	
HRA - VEBA	09-075-0010	11/26/10	12/03/10	\$ 2,151.50	
Dept of Revenue – B&O Tax	09-075-0010	10/31/10	11/19/10	\$ 56,413.36	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
NONE					

Commissioner Guite'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 10-12-1A adopting the 2011 Operating Budget. Commissioner Guite's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Resolution 10-12-1B adopting the 2011 Capital Improvement Plan. Commissioner Johnson's motion to approve seconded by Commissioner Koester. After discussion, the motion carried unanimously.



Highline Water District Regular Board Meeting Minutes December 1, 2010

5. RESOLUTIONS/MOTIONS

- ◆ Resolution 10-12-1C adopting the 2011 Goals and Objectives. Commissioner Johnson's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Resolution 10-12-1D amending Highline Water District Code (HWDC) Chapter 6.04 - Rates, Table 2 – Monthly Meter Base Rates (re: Delinquent Accounts and Requested Meter Locks).. Commissioner Landon's motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

- ◆ Commissioners' Workshop – 1/29/2011 – Lynnwood, WA – Debbie informed the Board that Enduris would pay for the Commissioners' registration fee for the workshop. Debbie will handle the registration.

Jeremy DelMar

- ◆ 12/1/10 Main Break @ S 226th St & 16th Ave S – Jeremy informed the Board of a main break along 16th Ave S & S 226th St early this morning. The main was a 12" cast iron pipe and was approximately 42-years old. Further details will be presented when more information is available.
- ◆ Treatment/SCADA Operator Position – Management interviewed two applicants. Shane Heflen was selected for the position to replace Abel Cortinas, who is retiring at the end of the year. Commissioners' Guite and Landon agreed with promoting from within.
- ◆ SeaTac 42nd Ave S Project – Jeremy informed the Board that the District received the City's invoice and the project is approximately \$28,000 under budget.

Matt Everett

Matt commented on the following items from the 12/01/10 General Manager's Report:

- ◆ 12/28/10 Board Workshop Meeting – Matt polled the Board to see if they wanted to hold or cancel the scheduled December Workshop meeting. Matt said the only potential agenda item would be in regards to the Union Contract Negotiations. The Board agreed to make a decision at the 12/15/10 Board meeting.
- ◆ Local 32 Union Contract Negotiations – The first meeting is this afternoon from 2:00 pm to 5:00 pm.
- ◆ WASWD Commissioners Meeting – 1/29/11, Lynnwood, WA – Matt will give a presentation on operating a District during difficult economic times.



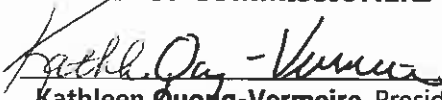
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Regular Board Meeting Minutes
December 1, 2010**

6. STAFF/COMMISSIONERS/ATTORNEY

- Water and Sewer Risk Management Pool – Matt received a request from Larry Bailey, Executive Director, to talk about the Three Tree Point mudslide, which resulted in a main failure in December 2001. Matt asked the Commissioners for their input. The Board left the decision up to Matt, however, two Commissioners expressed concern about the matter.

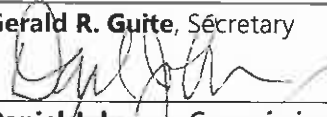
There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:35 AM.

BOARD OF COMMISSIONERS

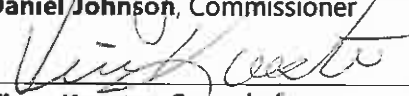


Kathleen Quong-Vermeire, President

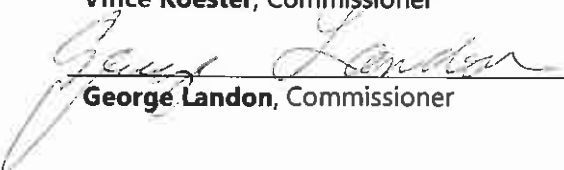
Gerald R. Guite, Secretary



Daniel Johnson, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner