



**Highline Water District
Special Board Meeting Minutes
September 22, 2010**

ATTENDEES		
COMMISSIONERS Gerald R. Guite VAC Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire CONF	HWD STAFF Matt Everett, General Mgr. Jeremy DelMar, Eng/Ops Mgr. Debra Prior, Administrative Mgr. VAC Mary Fossos, Proj. Coordinator., CIPs	HWD ATTORNEY(S) John Milne VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

Commissioner Johnson 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 Koester. The motion carried unanimously.

3. CONSENT AGENDA

Minutes:	September 1, 2010 Regular Board Meeting				
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	09/23/10	13289 - 13352		\$ 548,938.13
Construction	09-075-3030	09/23/10	901206 - 901211		\$ 46,541.09
Maintenance - Payroll	09-075-0010	09/10/10	302338 -		\$ 836.37
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	09/03/10	09/15/10	\$	24,847.11
Payroll Tax	09-075-0010	09/17/10	09/29/10	\$	23,219.15
Direct Deposit	09-075-0010	09/03/10	09/10/10	\$	67,548.86
Direct Deposit	09-075-0010	09/17/10	09/24/10	\$	63,203.33
HRA - VEBA	09-075-0010	09/03/10	09/10/10	\$	2,151.50
HRA - VEBA	09-075-0010	09/17/10	09/24/10	\$	2,151.50
Dept of Retirement	09-075-0010	09/03/10	10/15/10	\$	8,334.58
Dept of Retirement	09-075-0010	09/17/10	10/15/10	\$	8,181.36
Dept of Retirement – Deferred Compensation	09-075-0010	09/03/10	09/10/10	\$	3,940.50
Dept of Retirement – Deferred Compensation	09-075-0010	09/17/10	09/24/10	\$	3,940.50
Dept of Revenue – B&O Tax	09-075-010	08/31/10	09/28/10	\$	72,952.96
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
NONE					

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



**Highline Water District
Special Board Meeting Minutes
September 22, 2010**

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

- ◆ Resolution 10-9-22A canceling developer extension project (Normandy View) and authorizing refund of developer's deposit. Commissioner Koester's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.
- ◆ Resolution 10-9-22B authorizing developer extension agreement (O'Reilly Auto Parts). Commissioner Koester's motion to approve seconded by Commissioner Landon and carried unanimously.
- ◆ Resolution 10-9-22C awarding contract for 7th Ave SW Asphalt Repair Work to Asphalt Patch Systems, Inc. Commissioner Koester's motion to approve seconded by Commissioner Landon and carried unanimously.
- ◆ Resolution 10-9-22D awarding construction contract for Project 10-3 HWD Headquarters Roof Repair/Office Remodel to C.D. Construction & Management, Inc. Commissioner Koester's motion to approve seconded by Commissioner Landon and carried unanimously.
- ◆ Motion 10-9-22(1) to contribute \$2,000 to GMPC Funding for 2011. Commissioner Koester's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Vince Koester

- ◆ Commissioner Koester asked staff to consider creating a policy that Highline Water District purchase American products whenever possible. Jeremy said that projects that are built with federal stimulus dollars like the Southcenter Parkway Extension Project include a "buy American" clause. Matt said staff would research further and report back to the Board at a future meeting.

George Landon

- ◆ Commissioner Landon asked Jeremy to provide documentation comparing winter demand in the 1980s vs. 2010. Jeremy will prepare a report for the 10/6/10 Board meeting.

Matt Everett

Matt commented on the following items from the 9/22/10 General Manager's Report:

- ◆ GMPC Funding – Highline is currently the treasurer. The Board agreed to contribute \$2,000 for 2011. *Reference Motion 10-9-22(1).*
- ◆ Everett Water Supply Tour – The City of Everett will give a tour on 9/30/10.
- ◆ WASWD Fall Conference – Matt was elected the Managers' Representative on the WASWD Board for 2011-2012.



**Highline Water District
Special Board Meeting Minutes
September 22, 2010**

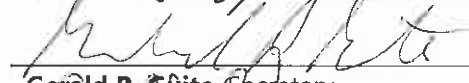
- ◆ Healthcare Insurance Alternatives – Matt and Debbie are researching the following options: (1) Association of Washington Cities (AWC) – A city within Highline’s service area could sponsor the District; (2) Self-Insure; (3) Private Insurance; (4) Stay with the Washington State HCA-PEBB health insurance. Matt will update the Board at a future meeting.
- ◆ Healthcare Presentation – Sandi DeChon, Accounting Specialist, Lead, will give a PowerPoint presentation at the 9/28/10 Workshop to discuss the plans available to staff and the changes that will take effect in 2011.
- ◆ Proposed HWD 2011 Rate Increase – Matt informed the Board that a rate increase is necessary due to reduced water sales, SPU wholesale water rate increases, and to fund the McMicken Heights Treatment Plant out of rates rather than revenue bonds. This will be discussed in more detail at a future workshop meeting.
- ◆ Union Contract Negotiations – The field personnel’s union contract expires 12/31/10. Management will begin negotiations for a new contract.
- ◆ Letter to SPU – Matt will draft letter on behalf of the Board regarding algae issues. The Board will review the letter at the 9/28/10 Workshop.

There being no further business of the District, Commissioner Johnson concluded the meeting at 10:08 AM.

BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



Gerald R. Guite, Secretary



Daniel Johnson, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner