



# Highline Water District Minutes March 4, 2009

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

**1. CALL TO ORDER**

Commissioner Johnson 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 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).

<b>Minutes: February 18, 2009 Regular Meeting</b> <b>February 24, 2009 Workshop Meeting</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	02/26/09	011361 -	\$ 17,816.24
Maintenance	09-075-0010	03/10/09	011362 - 011420	\$ 125,312.11
Construction	09-075-3030	03/10/09	901047 - 901049	\$ 9,234.83
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	02/20/09	03/04/09	\$ 22,902.89
Direct Deposit	09-075-0010	02/20/09	02/27/09	\$ 59,979.29
HRA -VEBA	09-075-0010	02/20/09	02/27/09	\$ 2,701.00
Dept of Retirement – Deferred Comp	09-075-0010	02/20/09	02/27/09	\$ 2,946.50
Dept of Retirement	09-075-0010	02/06/09	03/13/09	\$ 11,272.39
Dept of Retirement	09-075-0010	02/20/09	03/13/09	\$ 11,590.01
Dept of Revenue – B&O Tax	09-075-0010	01/31/08	02/26/09	\$ 53,100.27
<b>Commissioner Koester's motion to approve the consent agenda as presented was seconded by Commissioner Landon and carried unanimously.</b>				



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**4. RESOLUTIONS / MOTIONS**

Resolution 09-3-4A awarding construction contract #09-70-04 to Buno Construction, LLC, for Project 07-1 490 Zone Water System Improvements. Commissioner Koester's motion to approve was seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Resolution 09-3-4B commending employee (Brandon Hoesel) for ten years of service with the District. Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.

Commissioner Koester's motion to excuse Commissioner Quoung-Vermeire's absence was seconded by Commissioner Guite. The motion carried unanimously.

**5. PUBLIC INPUT**

No members of the public present.

**6. STAFF / COMMISSIONERS / ATTORNEY INPUT**

**Matt Everett**

*Matt reviewed the following item(s) from the General Manager's Report of 3/4/09:*

- Matt commented on the Highline Times article regarding the District's clean audit.
- Matt commented on House Bill 2249 regarding the proposed excise tax on utility districts.
- Matt introduced Jeremy DelMar, the District's new Engineering Manager. Jeremy introduced himself to the Board and gave a brief summary of his employment history.
- Matt informed the Board that Maury Hood, WASWD President, will attend the 3/18/09 Board Meeting to address the Commissioner's concerns with the direction of WASWD. Matt asked the Commissioners to provide a list of their concerns with the Executive Director and WASWD's Board to discuss at the 3/18/09 meeting.
- Matt commented on a memo dated 1/12/09 to the WASWD Board of Directors from the WASWD Ethics Committee regarding their proposed Ethics policy.
- Matt commented on a customer complaint letter he received regarding the District's hydrant flushing which caused water to flow onto the customers' property. Matt discussed his letter of response with the Commissioners.
- Matt informed the Board that he attended the 3/3/09 Retrospective Rating Meeting at WASWD and was informed that L & I discovered an accounting error they made dating back to 1994. Matt said the consultant, Tim Reid, said there would be a minimal effect and would update Highline with a letter on the impact of the error.



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**6. STAFF / COMMISSIONERS / ATTORNEY INPUT**

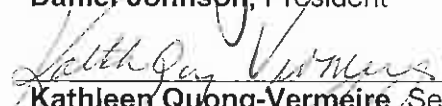
**Debbie Prior**

- Debbie informed the Board that the District received a revised First Amendment to the King County Investment Pool. The amendment reduces the Pool's administrative fee from .0015 to .0012. The revision is slightly different from the amendment previously signed by the Board. This revision clarifies how the fee is calculated. Debbie informed the Board that the King County "Victoria" investment has not been settled.

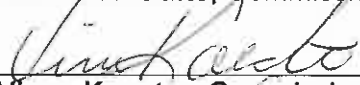
There being no further business of the District, Commissioner Johnson adjourned the meeting at 9:58 AM.

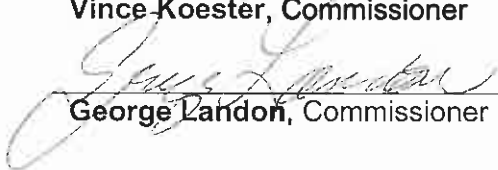
**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
**Daniel Johnson, President**

  
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**Kathleen Quong-Vermeire, Secretary**

  
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**Gerald R. Guite, Commissioner**

  
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**Vince Koester, Commissioner**

  
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**George Landon, Commissioner**