



**Highline Water District  
Minutes  
April 15, 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 Landon's motion to approve the Agenda as amended to table Item 4.1 (Authorize Kealy Mini Storage) was seconded by Commissioner Guite 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: April 1, 2009 Regular Meeting**

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/21/09	011530 - 011580	\$ 304,724.72
Construction	09-075-3030	04/21/09	901059 - 901061	\$ 106,561.79
Maintenance-Payroll	09-075-0010	04/09/09	302290	\$ 671.41

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	04/03/09	04/15/09	\$ 23,270.49
Direct Deposit	09-075-0010	04/03/09	04/10/09	\$ 65,630.57
HRA -VEBA	09-075-0010	04/03/09	04/10/09	\$ 2,726.00
Dept of Retirement - Deferred Comp	09-075-0010	04/03/09	04/10/09	\$ 3,221.50
Dept of Retirement	09-075-0010	04/03/09	05/15/09	\$ 12,098.64

**4. RESOLUTIONS / MOTIONS**

Resolution 09-4-15A authorizing amendment to Comprehensive Plan to allow extension to the water district system (Kealy Mini Storage). A motion was duly made, seconded and carried to table this resolution until the next regular meeting on May 6, 2009.



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**4. RESOLUTIONS / MOTIONS**

Resolution 09-4-15B commending employee (Todd Smith) for ten years of service. Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.

Resolution 09-4-15C authorizing amendment to Comprehensive Plan to allow extension to the water district system (Bow Lake Transfer and Recycling Station). Commissioner Koester's motion to approve was seconded by Commissioner Guite. After discussion, 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 4/15/09:*

- Washington WARN Mutual Aid Agreement – A resolution will be brought before the Board at the 5/6/09 Regular meeting.
- Des Moines Proposed Mitigation Fee – The public hearing was rescheduled for May 14, 2009.
- General Manager's Request for Contract Extension – Matt said he will give the Board a letter requesting a contract extension at the 4/28/09 Workshop meeting. The Board must respond to Matt's request by June 30, 2009. John Milne, District's legal counsel, recommended that the Commissioners meet with him in an executive session to discuss their options to extend, not extend or renegotiate a new contract.

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**Debbie Prior**

- Debbie informed the Board that the online credit card payment program went live today. One customer's attempt was successful at making a payment.
- Debbie informed the Board that the District received a counterfeit \$50.00 bill on Tuesday, 4/14/09. KeyBank will forward the counterfeit bill to the Secret Service. Debbie will research the customers that made cash payments on 4/14/09.

**Jeremy DeIMar**

- Project SW09-1 Sunrise View Bypass Pipeline Project (53<sup>rd</sup> Ave. S.) – Jeremy will give the Board an update on this project at the 4/28/09 Workshop meeting.
- Project 07-1 490 Zone Water System Improvements – The District will add approximately 2,300 LF of water main to this project. Jeremy is in discussions with the PWTF for a loan amendment and will update the Board at the 4/28/09 Workshop meeting.



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

- Project 07-2 McMicken Heights Groundwater Treatment Facility – If funds are available, the District will hire RH2 Engineering, Inc. to assist with the PWTF Loan application. Jeremy said he would know by April 23, 2009 if funds available from PWTF.

There being no further business of the District, Commissioner Johnson adjourned the meeting at 4:27 PM.

**BOARD OF COMMISSIONERS**

**Daniel Johnson**, President

**Kathleen Quong-Vermeire**, Secretary

**Gerald R. Guite**, Commissioner

**Vince Koester**, Commissioner

**George Landon**, Commissioner