



**Highline Water District
Workshop Minutes
April 28, 2009**

COMMISSIONERS PRESENT

Gerald R. Guite
Vince Koester
George Landon
Kathleen Quong-Vermeire
Daniel Johnson

CONSULTANT PRESENT

STAFF PRESENT

Matt Everett, General Manager
Debra Prior, Administrative Manager
Jeremy DelMar, Engineering Manager
Mary Fossos, Project Coordinator, CIPs

ATTORNEY PRESENT

John Milne

Note: Strikeouts indicate absence

1. **CALL TO ORDER** **Commissioner Johnson**
President Johnson called the meeting to order at 9:00 AM.

2. **APPROVE AGENDA** **Commissioner Johnson**
Commissioner Guite's motion to approve the agenda as presented was seconded by Commissioner Landon and carried unanimously.

3. **ONLINE WEB PAYMENTS UPDATE** **Greg Wilson**
Greg gave a live demonstration on how District customers can pay their bills online and view their usage history and other information.

4. **RESOLUTIONS/MOTIONS**
Resolution 09-4-28A to authorize amendment to PACE Engineers consultant contract #09-80-05 for the design of an additional 2,300 LF of water main to 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 09-4-28B to accept as complete PWTF Preconstruction Loan #PW-06-962-PRE-117 for the 490 Zone Transmission and Pressure Reducing Project 07-1.

5. **1st QUARTER FINANCIALS – BUDGET VS. ACTUAL** **Debbie Prior**
Matt Everett
Matt and Debbie went over the First Quarter Budget vs. Actual and answered questions of the Board.

6. **GENERAL MANAGER'S EMPLOYMENT AGREEMENT EXTENSION** **Matt Everett**
Matt submitted a letter to the Board of Commissioners requesting an extension to his employment agreement. The Board has until June 30, 2009 to respond to Matt's request.

7. **OTHER**
Jeremy DelMar
Project 08-1 Salt Air Hills Water Main Replacement Update – All water main will be installed by the end of next week. Jeremy informed the Board that the existing roadway is not withstanding the construction activities and is failing in numerous areas. HWD, along with Midway Sewer District, evaluated several alternatives with the City of Kent and recommend pulverizing the entire road and reconstructing the surface with 3" asphalt overlay. The 3" overlay will eliminate the trench patching but it will increase the asphalt quantity by approximately 3,000 tons for an additional cost to the District of approximately \$125,000. A resolution for a contract revision will go before the Board at a future Board meeting when the exact quantities are determined.



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7. OTHER

Jeremy DelMar


Project SW09-1 Sunrise View Bypass Pipeline Project (53rd Ave. S.) – Jeremy said the District is waiting for the City of Seatac's comments on the draft interlocal agreement.

Matt Everett

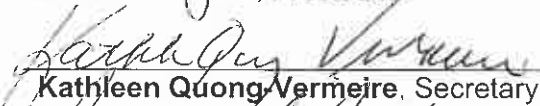
Mutual Aid Agreement (WARN) – Matt said he will bring the resolution to authorize the agreement to the 5/6/09 Board meeting.

There being no further business of the District, Commissioner Johnson adjourned the meeting at 9:51 a.m.

BOARD OF COMMISSIONERS




Daniel Johnson, President



Kathleen Quong Vermeire, Secretary



Gerald R. Guite, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner