



Highline Water District Regular Meeting Minutes February 6, 2013

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engineering/Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, Inslee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President Johnson called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Commissioner Koester's motion to approve the Agenda as presented seconded by Commissioner Guite. The motion 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:	January 22, 2013 Workshop Meeting			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0030	02/07/13	16132 - 16161	\$ 79,393.06
Construction	09-075-0010	02/07/13	901462 - 901464	\$ 30,426.93
Maintenance	09-075-0030	02/08/13	302426	\$ 713.45
ELECTRONIC TRANSFER FUNDS				
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	02/01/13	02/13/13	\$ 25,038.08
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	02/01/13	02/08/13	\$ 65,219.29
Dept of Retirement	09-075-0010	02/01/13	03/15/13	\$ 10,623.58
Dept of Retirement - Deferred Compensation	09-075-0010	02/01/13	02/08/13	\$ 2,799.20
Health Equity (KC-BEN96)	09-075-0010	02/01/13	02/08/13	\$ 187.00
Health Equity (KC-BEN105)	09-075-0010	02/01/13	02/08/13	\$ 73.40
Health Equity (KC-BEN106)	09-075-0010	02/01/13	02/08/13	\$ 37.00
HRA VEBA (KC-BEN60)	09-075-0010	02/01/13	02/08/13	\$ 2,160.50
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
NONE				

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

4. PUBLIC INPUT



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No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 13-2-6A authorizing Interlocal Agreement with the City of Des Moines for use of Highline Water District Property (North Hill Water Tower Park). Commissioner Guite's motion to approve seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Resolution 13-2-6B authorizing Settlement Agreement with McClure and Sons, Inc. relating to Project 07-2 McMicken Heights Well and Treatment Plant. Commissioner Landon's motion to approve seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.

Resolution 13-2-6C accepting as complete construction contract #11-70-14 with McClure and Sons, Inc. for Project 07-2 McMicken Heights Well and Treatment Plant. Commissioner Landon's motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

Resolution 13-2-6D authorizing modification of the District's standard utility easement agreement with Segale Properties LLC, relating to the Tukwila South Project Development Area. Commissioner Landon's motion to approve seconded by Commissioner Koester. After discussion, the motion carried unanimously.

Resolution 13-2-6E commending employee (Teya Hillerman) for twenty years of service with the District. Commissioner Landon's motion to approve seconded by Commissioner Koester. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

John Milne

6.1 Fire Hydrant Bill – Milne commented on House Bill 1512 relating to fire suppression water facilities and services provided by municipal and other water purveyors. Milne stated that the pending bill includes an option for water districts to recover costs for facilities from rates and would give immunity if a facility's equipment fails. Milne will update the Board on the status of the bill.

Matt Everett

6.2 Public Records Request – Everett reported the District had received another public records request from Daryl Tapio. The District had previously responded to Tapio's many prior requests and had provided hundreds of pages of District public records to Tapio. In his most recent request, Tapio was now requesting all emails and any attachments for the District General Manager. However, Tapio had not identified any subject matter or time frame for his request. Everett advised he had thousands of emails and will respond to the request by asking Tapio to clarify the request by identifying the relevant subject matter and timeframe for the requested records. Everett was concerned Tapio's request was unduly broad and burdensome and, if not clarified, it would take extensive time and District resources to respond to the request. He will keep the Board further advised.



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6. STAFF/COMMISSIONERS/ATTORNEY

Milne reported regarding a bill pending in the current legislative session to address abusive public records requests to public agencies. The bill allowed public agencies to apply to a court to enjoin public records requests which created undue burden on the agency, were intended to harass or intimidate the agency or its employees, or were meant to punish or retaliate against agencies for lawful actions the agency took or proposed to take. He and the Manager will keep the Board advised regarding the status of the proposed legislation.

6.3 Project 13-1 Angle Lake Water Main Replacement Public Meeting (2/26/13) – The District will host the meeting at Tyee High School (cafeteria). The open house will start at 6:00 pm and the District's engineering firm, BHC Consultants, will give a presentation on the proposed design at 7:00 pm.

6.4 Des Moines Gateway Project (Segment 1 – 24th Ave S) – Matt informed the Board that the City of Des Moines received federal funding for this project. The District's portion of this project includes the replacement of approximately 2,450 LF of 12" AC water main along 24th Ave S from S 216th St to S 208th St. The main must be relocated to accommodate new road construction and storm drainage improvements. The District anticipates partnering with the City to construct the improvements on the District's behalf.

6.5 Upcoming Training/Conferences:


- Evergreen Rural Water of Washington (February 5-7, 2013) Yakima, WA
- Gordon Graham (February 6, 2013) Burien, WA
- Retrospective Rating Workshop (February 20, 2013) Tukwila, WA
- Utility Management Conference (March 10-13, 2013) Glendale, AZ
- Washington Operator Workshop (March 25-28, 2013) Vancouver, WA
- WASWD Spring Conference & Trade Show (April 4-5, 2013) Yakima, WA
- 2013 PNWS-AWWA Conference (May 8-10, 2013) Spokane, WA
- ACE 13 Annual Conference & Exposition (June 9-13, 2013) Denver, CO




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There being no further business of the District, President Johnson concluded the meeting at 10:05 a.m.

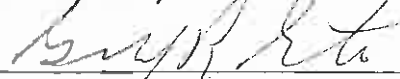
BOARD OF COMMISSIONERS



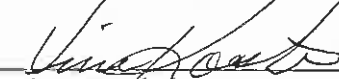
Daniel Johnson, President



Kathleen Quong-Vermeire, Secretary



Gerald R. Gufte, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner