



## Highline Water District Regular Board Meeting Minutes July 3, 2013

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

### 1. CALL TO ORDER

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

### 2. APPROVE AGENDA

Motion duly made and seconded to approve the Agenda as presented. 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:		June 25, 2013 Workshop Meeting				
WARRANTS						
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT	
Maintenance	09-075-0030	07/05/13	16616	- 16645	\$ 62,060.09	
Construction	09-075-0010	07/05/13	901512	- 901516	\$ 210,333.22	
ELECTRONIC TRANSFER FUNDS						
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT		
Payroll Tax	09-075-0010	06/21/13	07/03/13	\$ 24,771.26		
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	06/21/13	06/28/13	\$ 64,083.56		
Dept of Retirement	09-075-0010	06/21/13	07/15/13	\$ 10,784.86		
Dept of Retirement - Deferred Compensation	09-075-0010	06/21/13	06/28/13	\$ 3,036.50		
Health Equity (KC-BEN96)	09-075-0010	06/21/13	06/28/13	\$ 187.00		
Health Equity (KC-BEN105)	09-075-0010	06/21/13	06/28/13	\$ 73.40		
Health Equity (KC-BEN106)	09-075-0010	06/21/13	06/28/13	\$ 37.00		
HRA VEBA (KC-BEN60)	09-075-0010	06/21/13	06/28/13	\$ 2,888.00		
Dept of Labor & Industries	09-075-0010	06/30/13	07/26/13	\$ 14,343.31		
CONSENT AGENDA RESOLUTIONS						
Item #	Resolution #	Description				
NONE						

Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried unanimously.

### 4. PUBLIC INPUT

No members of the public attended the meeting.



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**5. RESOLUTIONS/MOTIONS**

Resolution 13-7-3A authorizing developer extension agreement (DEA) Sea Mar Family Housing. Motion to authorize DEA duly made and seconded. After discussion, the motion carried unanimously.

Resolution 13-7-3B authorizing an Interlocal Agreement (ILA) with the City of SeaTac for construction of water line and pavement restoration on Military Rd S Improvements (S 176th St to S 166th St) HWD Project 12-1. Motion to authorize ILA duly made and seconded. After discussion, the motion carried unanimously.

**6. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

6.1 Project 12-3 S 188th St Water Main Replacement – All water main is installed along S 188th Street. Testing and several services to complete. Regarding the 5" to 6" of concrete under the existing asphalt, the City of SeaTac will accept a half-lane restoration (trench to curb) with 1 foot of rock and 12 inches of asphalt, which is equivalent to the existing road. District staff will present a resolution at the July 17th Board meeting for a construction change order as the unit costs will increase for the road restoration.

6.2 Project 13-4 S 178th St Water Main Replacement – The District solicited a bid from Riverton Contractors for the replacement of water main located in the City of Tukwila's S 178th Street vacation. Riverton Contractors, Inc. is currently installing other utilities as part of the new road alignment. Resolutions will be presented at the July 17th Board meeting to authorize a construction contract with Riverton Contractors, Inc. and enter into an agreement with Segale Properties to pay for oversizing the water main.

**Matt Everett**

6.3 Washington State Budget – Matt informed the Board that the existing 2013 contracted Public Works Trust Fund Loans are still intact.

6.4 Employee Retirement – A retirement luncheon was held at the District for Steve McReynolds, Lead Meter Technician, on June 26th. Steve began his career with the District on September 1, 1981.

6.5 Lead Meter Technician Position – Jeff Laizure, Sr. Utility Worker, Lead, was promoted to the Lead Meter Technician position vacated by Steve McReynolds retirement.

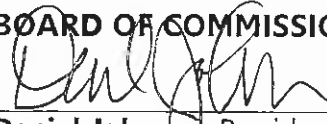
6.6 Enduris – Board of Directors Election – Matt polled the Commissioners if they wanted to vote for the three incumbents running unopposed or recommend a write-in candidate. The Board was in agreement to vote for the three incumbents.

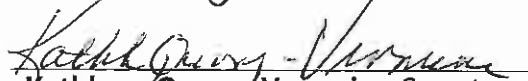


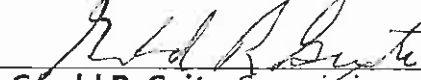
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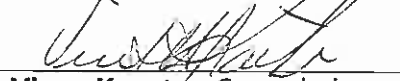
There being no further business of the District, President Johnson concluded the meeting at 9:25 AM.

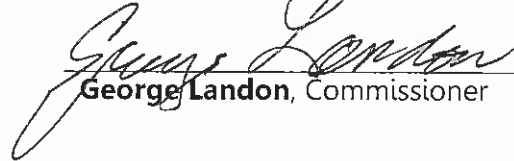
**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
**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