



Highline Water District Regular Board Meeting Minutes August 7, 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

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:	July 23, 2013 Board Workshop				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0030	08/08/13	16710	- 16743	\$ 120,737.26
Construction	09-075-0010	08/08/13	901526	- 901528	\$ 205,862.59
ELECTRONIC TRANSFER FUNDS					
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	07/19/13	07/31/13	\$ 24,304.94	
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	07/19/13	07/26/13	\$ 62,853.01	
Dept of Retirement	09-075-0010	07/19/13	08/15/13	\$ 12,452.86	
Dept of Retirement - Deferred Compensation	09-075-0010	07/19/13	07/26/13	\$ 2,886.50	
Health Equity (KC-BEN96)	09-075-0010	07/19/13	07/26/13	\$ 187.00	
Health Equity (KC-BEN105)	09-075-0010	07/19/13	07/26/13	\$ 73.40	
Health Equity (KC-BEN106)	09-075-0010	07/19/13	07/26/13	\$ 37.00	
HRA VEBA (KC-BEN60)	09-075-0010	07/19/13	07/26/13	\$ 2,888.00	
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 13-8-7A authorizing developer extension agreement (DEA) Madeline Meadows. Motion to authorize DEA duly made and seconded. After discussion, the motion carried.

Resolution 13-8-7B creating a standard utility easement for the affected property owners relating to the Angle Lake Water Main Replacement (Project 13-1A & B). Motion to authorize duly made and seconded. After discussion, the motion carried.

Resolution 13-8-7C creating a standard temporary construction easement for the affected property owners relating to the Angle Lake Water Main Replacement (Project 13-1A & B). Motion to authorize duly made and seconded. After discussion, the motion carried.

Motion 13-8-7(1) duly made and seconded, to abandon-in-place the old existing asbestos cement (AC) pipe relating to Project 13-1A & B Angle Lake Water Main Replacement for the following reasons: (1) environmentally friendly; (2) industry standard; (3) less disturbance of homeowners' property; and (4) remove the existing AC water main where staff believes it is appropriate to accommodate property owner's request and as otherwise directed by staff.

The Board confirmed its policy not to pay monetary compensation for new water main easements, but there was also Board consensus to authorize staff to work with property owners to offer other consideration for new easements such as relocating shrubbery and fences and otherwise to satisfy property owners to obtain easements..

After discussion, the motion carried.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- 6.1 City of Des Moines Gateway Project (S 216th St – Segment 2) HWD Project 11-3 - All water work is complete except for punch list items. This project included the replacement of approx. 750 LF of 12" and smaller AC water mains at the intersection of 24th Ave S and 20th Ave S along S 216th St.
- 6.2 Project 12-3 S 188th St Water Main Replacement – The contractor is substantially complete. All water mains are installed and existing mains are abandoned. They will be completing punch list and restoration items in August. We anticipate presenting a resolution for final acceptance to the Board in August.
- 6.3 Project 13-4 S 178th St Water Main Replacement – Riverton Contractors has installed approximately 1,300 LF of water main (about 50% complete). The main is installed from the bottom of the hill up to the existing roadway along S 178th St (near the painted rock.) We are working with the Cities of Tukwila and SeaTac on developing a traffic control plan to address the work along S 178th St in the existing road. The road will be shut down in September for the transition from the old road to the new road.
- 6.4 Project 12-1 Military Rd S Water Main Replacement - Johansen Excavating was the low bidder with a bid of \$978,742.21 with tax for the District's work. The engineer's estimate was \$1,151,885.25. The City of SeaTac plans to award the project on August 13th. The project includes the replacement of approx 5,000 LF of 12" & smaller AC main along Military Road from S 166th St to S 176th St. The City plans to shut down Military Rd from S 166th to S 176th during construction.



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6. STAFF/COMMISSIONERS/ATTORNEY

- 6.5 City of Des Moines Gateway Project (24th Ave S – Segment 1) HWD Project 11-3 - DPK Construction was the low bidder with a bid of \$540,579.60 with tax for the District's work. The City plans to award the project on August 8th.
- 6.6 Project 13-2 DMTP Onsite Sodium Hypochlorite Generation – The Department of Health is reviewing the design and will submit their comments to the District by August 19, 2013. The District plans to bid the project in September.
- 6.7 Project 13-1A & B Angle Lake Water Main Replacement – John Milne, the District's attorney, discussed with the Board and staff, disposal options for the old AC pipe and recommended to the Board to abandon-in-place (reference Motion 13-8-7(1)).
- 6.8 Project 13-1B Military Rd S/Angle Lake Water Main Replacement –Roth Hill Consultants submitted 30% design plans to the District for review.

Debbie Prior

- 6.9 Washington State Audit – The District's 2012 audit began 8/6/13. Alphonso Melton, Assistant Audit Manager, will conduct the audit this year. The entrance conference may be scheduled in conjunction with the 8/21/13 Board meeting.

Matt Everett

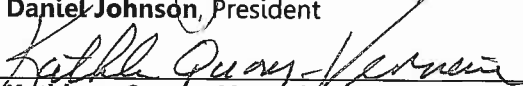
- 6.10 General Manager Vacation – Matt will be on vacation the week of August 12-16, 2013 and will return to the office on Monday, August 19th.
- 6.11 Boundary Discussion with the City of Kent – Matt, Jeremy and Teya met with the City of Kent at the District on 8/6/13 to discuss issues with the corporate and service boundaries. The City also discussed selling wholesale water to Highline.
- 6.12 WASWD 2013 Fall Conference & Trade Show, 9/25-9/27/13, Pasco, WA – Commissioners' Johnson and Guite plan to attend and will contact Greg Wilson for hotel registration.

There being no further business of the District, President Johnson concluded the meeting at 10:16 AM.

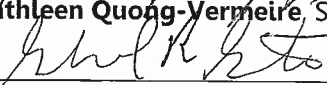
BOARD OF COMMISSIONERS



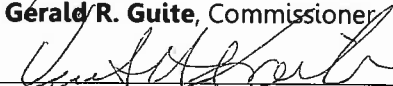
Daniel Johnson, President




Kathleen Quong-Vermeire, Secretary



Gerald R. Guite, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner