



**Highline Water District
Regular Board Meeting Minutes
September 4, 2013**

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engr./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.

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:	August 27, 2013 Workshop Meeting				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0030	09/05/13	16818 - 16831		\$ 31,576.06
Construction	09-075-0010	09/05/13	901537 - 901537		\$ 184,183.13

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

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 13-9-4A updating the General Facilities (GFC) and consolidating the Local Facility Charge (LFC) into the GFC structure. Motion duly made and seconded to consolidate the GFC and LFC into a single GFC charge based on meter size with a combined charge up to \$3,521 per ERU. After discussion, the motion carried.

Resolution 13-9-4B authorizing amendment No. 1 to Contract #12-60-08 with PACE Engineers, Inc. for Project 12-1 Military Rd S Water Main Replacement (S 176th Street to S 166th Street). Motion duly made and seconded to authorize amendment No. 1. After discussion, the motion carried.

Motion 13-9-4(1) authorizing incorporating the replacement of Programmable Logic Controller/Remote Telemetry Unit (PLC/RTU) at the Des Moines Treatment Plant, Pump Station No. 2 and the Des Moines Wellhead as part of Project 13-2 Des Moines Treatment Plant Onsite Sodium Hypochlorite Generation. Motion duly made and seconded. After discussion, the motion carried. Reference Item No. 6.2.



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5. RESOLUTIONS/MOTIONS

Motion 13-9-4(2) authorizing the District to pay 100% of the premiums in 2014 for employees (including spouse and children) that subscribe to the Uniform Medical Plan-Classic or Group Health Value Plan and continue the 90%/10% split for dependent costs for those subscribing to the most expensive Group Health Classic Plan. Reference Item No. 6.3

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 City of SeaTac S 179th Street Sidewalk Project (from 42nd Ave S to Military Rd S) – The City's plans include constructing sidewalks and drainage facilities, relocating utilities and other work associated with the sidewalk construction. The District has approximately 1,900 LF of 8-inch and smaller diameter AC water main in the project area. The District would like to partner with the City of SeaTac to replace the AC water main (installed in 1956/1958) and has requested a scope of work from the City's consultant (Parametrix) to design the water main replacement.

6.2 Project 13-2 DMTP Onsite Sodium Hypochlorite Generation – Jeremy explained to the Board that the existing Programmable Logic Controller/Remote Telemetry Unit (PLC/RTU) at the Des Moines Treatment Plant was installed in 1996 which makes it difficult to obtain replacement parts and to integrate with newer technology. Jeremy recommended replacing the existing equipment as part of the project. The replacement would increase the project budget by approximately \$70,000. Discussion ensued. Jeremy stated the Board would have the ability to reject bids if they felt the expense was excessive. Action Taken: Reference Motion 13-9-4(1).

Debbie Prior

6.3 District Health Insurance – The premiums for 2014 will only increase by 0.62%.

The following PEB Board approved changes will take effect January 1, 2014:

- Group Health will add a Diabetes Prevention Program benefit to the Classic, Consumer-Directed Health Plan (CDHP), and Value plans.
- Uniform Medical Plan will add a Diabetes Prevention Program and Diabetes Control Program benefit for its Classic plan and CDHP. It will also eliminate the prescription drug ancillary charge for its Classic, CDHP, and Medicare plans. The ancillary charge applies to brand-name drugs with generic equivalents.
- There are no changes to employees' life and long-term disability insurance premiums, or retirees' term life insurance premiums.

Because of the minimal insurance premium increase and elimination of one additional full-time employee in 2014, the General Manager recommended the District pay 100% of the premiums in 2014 for employees (including spouse and children) that subscribe to the Uniform Medical Plan-Classic or Group Health Value Plan and continue the 90%/10% split for dependent costs for those subscribing to the most expensive Group Health Classic Plan. Action Taken: Reference Motion 13-9-4(2).



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There being no further business of the District, President Johnson concluded the meeting at 9:32 a.m.

BOARD OF COMMISSIONERS

A handwritten signature in black ink, appearing to read "Dan Johnson", written over a horizontal line.

Daniel Johnson, President

Kathleen Quong-Vermeire, Secretary

A handwritten signature in black ink, appearing to read "Gerald R. Guite", written over a horizontal line.

Gerald R. Guite, Commissioner

A handwritten signature in black ink, appearing to read "Vince Koester", written over a horizontal line.

Vince Koester, Commissioner

A handwritten signature in black ink, appearing to read "George Landon", written over a horizontal line.

George Landon, Commissioner