



Highline Water District Workshop Meeting Minutes September 24, 2013

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester (Conf.) George Landon Kathleen Quong-Vermeire (Vac)	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

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

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:	September 18, 2013 Regular Meeting					
WARRANTS						
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT	
Maintenance	09-075-0010	09/26/13	16878	- 16904	\$ 81,356.31	
Construction	09-075-0030	09/26/13	901542	- 901545	\$ 63,987.20	
ELECTRONIC TRANSFER FUNDS						
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT		
Payroll Tax	09-075-0010	09/13/13	09/25/13	\$ 23,731.35		
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	09/13/13	09/20/13	\$ 62,955.50		
Dept of Retirement	09-075-0010	09/13/13	10/15/13	\$ 12,514.85		
Dept of Retirement - Deferred Compensation	09-075-0010	09/13/13	09/20/13	\$ 2,886.50		
Health Equity (KC-BEN96)	09-075-0010	09/13/13	09/20/13	\$ 187.00		
Health Equity (KC-BEN105)	09-075-0010	09/13/13	09/20/13	\$ 73.40		
Health Equity (KC-BEN106)	09-075-0010	09/13/13	09/20/13	\$ 37.00		
HRA VEBA (KC-BEN60)	09-075-0010	09/13/13	09/20/13	\$ 2,888.00		
Dept of Revenue - B&O Tax	09-075-0010	08/31/13	09/26/13	\$ 77,531.73		
CONSENT AGENDA RESOLUTIONS						
Item #	Resolution #	Description				
None						

3A. PUBLIC HEARING – PROPOSED WATER USE EFFICIENCY GOAL

President Johnson opened the public hearing at 9:05 a.m. to receive comments from staff and the public on the proposed adoption of the Water Use Efficiency Goal (2013-2018). No members of the public were present.



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3A. PUBLIC HEARING – PROPOSED WATER USE EFFICIENCY GOAL

The General Manager explained that since 2007, the Department of Health requires water agencies to adopt a water use efficiency (WUE) goal every six years. Highline is one of 18 water agencies that purchase water from Seattle Public Utilities (SPU). SPU, HWD and the water agencies are part of the *Saving Water Partnership (SWP)*, which has collaborated to set a single regional WUE goal which is to reduce per capita water use from current levels so that the average annual retail water use of the members of SWP is less than 105 MGD from 2013 through 2018 despite forecasted population growth.

Matt recommended to the Board that the District adopt the proposed SWP Water Use Efficiency Goal.

President Johnson closed the public hearing at 9:10 a.m. and resumed the public meeting.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 13-9-24A to adopt the Regional Water Use Efficiency (WUE) Goal for the 2013-2018 period. Motion duly made and seconded. After discussion, the motion carried.

Resolution 13-9-24B accepting as complete, construction contract 13-70-05 with T Barger Dirtworks, LLC, for Project 12-3 S 188th Street AC Water Main Replacement. Motion duly made and seconded. After discussion, the motion carried.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 McMicken Heights Treatment Plant Inspection – The interior piping was taken apart by McClure & Sons and inspected by Bravo Environmental to ensure the paint coatings were intact. No defects were detected in the interior coatings.

Debbie Prior

6.2 Affordable Care Act (ACA) Marketplace Information – Debbie distributed to the Board a copy of the *Notice of Health Insurance Marketplace Coverage Options and Your Public Employees Benefits Board (PEBB) Benefits*.

6.3 Part-Time Janitor Position – The District will advertise for a new part-time janitor.

Matt Everett

6.4 WASWD Fall Conference & Trade Show (Sept 25-27, 2013) – Matt will not attend the conference due to a family medical emergency.

6.5 Main Breaks

- S 238th St & 16th Ave S – collar replaced with repair band on 10" A.C. main
 - S 218th St & 13th Ave S – broken saddle replaced on service connection to meter
- Fortunately, no property damage resulted from the recent main breaks.




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- 6.6 King County Water District 54 (KCWD 54) – The state Department of Health issued a Boil Water Advisory to residents on 9/21/13 after routine tests discovered E. coli bacteria in the water. Highline Water District (HWD) offered assistance to KCWD 54 if needed. HWD staff has received many phone calls and in-person inquiries about the matter. In response to the many inquiries, HWD has placed a message on its website and phone explaining there is no problem with HWD's water quality.

There being no further business of the District, President Johnson concluded the meeting at 9:49 a.m.

BOARD OF COMMISSIONERS



Daniel Johnson, President

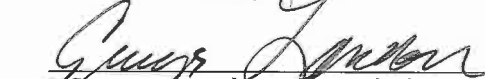
Kathleen Quong-Vermeire, Secretary



Gerald R. Guite, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner