



Highline Water District Regular Board Meeting Minutes February 5, 2014

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

Secretary Landon 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: January 28, 2014 Workshop Meeting

WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	02/06/14	17282	- 17296	\$ 50,809.06
Construction	09-075-0030	02/06/14	901581	- 901582	\$ 53,609.37
Maintenance - Payroll	09-075-0010	02/07/14	302465	- 302465	\$ 703.84

ELECTRONIC TRANSFER FUNDS				
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	01/31/14	02/12/14	\$ 24,841.78
Direct Deposit – Payroll (KC-PAY47)	09-075-0010	01/31/14	02/07/14	\$ 64,216.13
Dept of Retirement	09-075-0010	01/31/14	02/14/14	\$ 12,566.36
Dept of Retirement - Deferred Compensation	09-075-0010	01/31/14	02/07/14	\$ 3,240.50
Health Equity (KC-BEN96)	09-075-0010	01/31/14	02/07/14	\$ 197.95
Health Equity (KC-BEN105)	09-075-0010	01/31/14	02/07/14	\$ 88.36
HRA VEBA (KC-BEN60)	09-075-0010	01/31/14	02/07/14	\$ 3,507.67

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 14-2-5A amending Highline Water District Code (HWDC), Title 5 Revenue and Finance, Chapter 5.08 Petty Cash Fund, Section 5.08.010 Established to increase Petty Cash Fund Amount. Motion duly made and seconded. After discussion, the motion carried.



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5. RESOLUTIONS/MOTIONS

Resolution 14-2-5B authorizing Sole Source Equipment and Supply for the Water Treatment Chemical Systems Equipment as Special Facilities relating to Project 13-2 Des Moines Treatment Plant On-Site Sodium Hypochlorite Generation System. Motion duly made and seconded. After discussion, the motion carried.

Resolution 14-2-5C commending employee (Delylah Silva) for five years of service with the district. Motion duly made and seconded. After discussion, the motion carried.

6. STAFF/COMMISSIONERS/ATTORNEY

Matt Everett

6.1 Legislative Bill Update – Matt commented on Senate Bill 6326 which would raise the limit for work that water-sewer districts can perform in-house without going through the formal competitive bidding and contracting requirements from \$20,000 to \$90,000. Matt sent letters to the legislators expressing the District’s support of the bill.

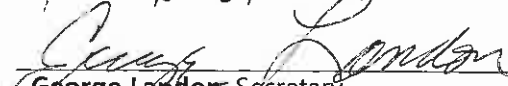
6.2 KCWD 54 2/18/14 Board Meeting – The Commissioners of KCWD 54 invited Matt and Jeremy to attend the 2/18/14 Board meeting to discuss how HWD could assist them. Matt also noted that Commissioners’ Pennington and Larkin appointed John Rayback as the third Commissioner.

6.3 2/19/14 Board Meeting – The District’s attorney, John Milne (Inslee, Best, Doezie & Ryder), will attend the meeting to discuss public records regarding Commissioners (a follow-up to one of his presentations at the WASWD 2014 Commissioners’ Workshop held on 1/25/2014).

There being no further business of the District, Secretary Landon concluded the meeting at 9:23 a.m.

BOARD OF COMMISSIONERS


Kathleen Quong-Vermeire, President


George Landon, Secretary


Gerald R. Guite, Commissioner


Daniel Johnson, Commissioner


Vince Koester, Commissioner