



**Highline Water District  
Regular Board Meeting Minutes  
May 21, 2014**

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

**1. CALL TO ORDER**

Commissioner Quong-Vermeire 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:** May 7, 2014 Regular Meeting

<b>WARRANTS</b>					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	05/22/14	17624	- 17669	\$ 86,368.11
Construction	09-075-0030	05/22/14	901603	- 901607	\$ 93,182.61

<b>ELECTRONIC TRANSFER FUNDS</b>					
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	05/09/14	05/21/14	\$	23,584.80
Direct Deposit – Payroll	09-075-0010	05/09/14	05/16/14	\$	60,748.59
Dept of Retirement	09-075-0010	05/09/14	06/13/14	\$	12,340.92
Dept of Retirement - Deferred Compensation	09-075-0010	05/09/14	05/16/14	\$	3,540.50
Health Equity (KC-BEN96)	09-075-0010	05/09/14	05/16/14	\$	197.95
Health Equity (KC-BEN105)	09-075-0010	05/09/14	05/16/14	\$	88.36
HRA VEBA (KC-BEN60)	09-075-0010	05/09/14	05/16/14	\$	3,507.67
Dept of Revenue - B&O Tax	09-075-0010	04/30/14	05/28/14	\$	48,882.03

**CONSENT AGENDA RESOLUTIONS**

Item #	Resolution #	Description
None		

**4. PUBLIC INPUT**

Ron Nowicki, Commissioner, Lakehaven Utility District, provided and commented on Lakehaven's Wholesale Water Rates Draft Proposal.



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**5. RESOLUTIONS/MOTIONS**

Motion 14-5-21(1) by President Quong-Vermeire was amended by unanimous consent as follows: Authorize payment of ~~\$500.00~~ \$1,000.00 to King County Special Purpose Districts Growth Management Planning Council (GMPC) for participation of the 2014-2015 staffing services. After discussion, the motion carried 4 to 1 with President Quong-Vermeire voting no. Reference Item 7.4.

**6. ELECTRONIC DEVICE POLICY DISCUSSION**

Matt reviewed the draft policy with the Board. Staff will present a resolution at the 5/27/14 Board Workshop for adoption of the policy.

**7. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

7.1 Project 13-5 S 179th St Water Main Replacement (SeaTac Lead Agency) – The City of SeaTac held the bid opening on May 20, 2014. Six bids were received. Hoffman Construction, Inc. of Enumclaw, Washington is the apparent low bidder. Their bid was \$392,250.90 for Highline’s portion of the project. The engineer’s estimate was \$482,000.

7.2 Project 12-1 Military Rd S Water Main Replacement – The project has exceeded the anticipated construction budget. The construction budget was \$1,078,743 and the construction estimate from Pace Engineers was \$1,151,885. The actual construction cost to date is \$1,107,691; or \$28,948 over budget. The overage is attributed to removal of the existing AC water main (previously authorized by the Board), removal of corporation stops on the existing DI main and additional flagging hours not anticipated during design. The final construction cost is not known at this time.

7.3 Project 13-1 Angle Lake Water Main Replacement – Jeremy responded to Commissioner Landon’s question on the status of the required easements. A total of 17 easements have been signed. An additional 4 easements are expected to be signed this week.

**Matt Everett**

7.4 GMPC Staffing Services - Matt polled the Board to determine if they were interested in the District contributing financially for staffing of the Growth Management Planning Council (GMPC). Action Taken: Reference Motion 14-5-21(1).

7.5 Decision III Court of Appeals - City of Wenatchee v. Chelan County Public Utility District No. 1  
Matt apprised the Board of the recent Court of Appeals decision and its potential concern for Highline ratepayers. It is not known at this time whether Chelan P.U.D. will appeal this matter to the Washington State Supreme Court.



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There being no further business of the District, Commissioner Quong-Vermeire concluded the meeting at 10:12 a.m.

**BOARD OF COMMISSIONERS**

*Kathleen Quong-Vermeire*  
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**Kathleen Quong-Vermeire**, President

*George Landon*  
\_\_\_\_\_  
**George Landon**, Secretary

*Gerald R. Gute*  
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**Gerald R. Gute**, Commissioner

*Daniel Johnson*  
\_\_\_\_\_  
**Daniel Johnson**, Commissioner

*Vince Koester*  
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**Vince Koester**, Commissioner