



**Highline Water District
Board Workshop Meeting Minutes
August 26, 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 Teya Hillerman, Technical Services Coordinator	HWD ATTORNEY(S) John Milne, Inslee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President 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: August 20, 2014 Regular Meeting

WARRANTS						
Fund Name	Fund No.	Warrant Date	Vouchers			AMOUNT
Maintenance	09-075-0010	08/28/14	17945	-	17958	\$ 27,008.25
Construction	09-075-3030	08/28/14	901633	-	901635	\$ 76,193.45

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. TRAINING IN THE PUBLIC RECORDS ACT

John Milne, General Counsel

The legislature adopted Engrossed Senate Bill 5964 (effective 7/1/14) requiring elected officials to receive training in the Open Public Records Act, public records retention under Chapter 40.14 RCW, and the Open Public Meetings Act.

Mr. Milne gave a PowerPoint training presentation on the Open Public Records Act (RCW 42.56) to the Board and staff to comply with ESB 5964.



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**6 OTHER
Matt Everett**

6.1 8/25/14 – WASWD Board Meeting and Workshop

Matt discussed the following items:

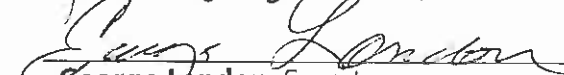
- (1) The WASWD Board approved the expenditure of up to \$4,000 for legal fees to participate with others in preparing an amicus brief for the City of Marysville’s appeals court case pertaining to public records requests of consultants working for public agencies.
- (2) The HWD Board agreed to host a WASWD section IV meeting at Highline Water District October 20th (6:30 pm to 8:30 pm).
- (3) The WASWD Board conducted an annual review of its Executive Director, and all agreed that Blair Burroughs was doing a great job.
- (4) Matt stated that he does not intend to run for an officer position on the WASWD Board at the upcoming WASWD fall conference.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 10:29 a.m.

BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



George Landon, Secretary



Gerald R. Guite, Commissioner



Daniel Johnson, Commissioner



Vince Koester, Commissioner