



# Highline Water District Special Board Meeting Minutes April 13, 2015

<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. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> John Milne, Inslee Best  <b>VISITORS</b>
<b>Strikeouts indicate absence</b>		

**1. CALL TO ORDER**

President 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 unanimously.

**3. CONSENT AGENDA**

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

*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: April 1, 2015 Regular Meeting				
<b>WARRANTS</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/16/15	18650 - 18697	\$ 367,830.61
Construction	09-075-3030	04/16/15	901738 - 901741	\$ 12,246.06
<b>ELECTRONIC TRANSFER FUNDS</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Department of Labor & Industries - L&I Tax	09-075-0010	03/31/15	04/28/15	\$ 8,888.63
<b>CONSENT AGENDA RESOLUTIONS</b>				
Item #	Resolution #	Description		
None				

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS/MOTIONS**

Resolution 15-4-13A terminating Developer Extension and authorizing refund for Angle Lake Estates (4000 Angle Lake, LLC - Developer). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 15-4-13B authorizing developer extension agreement (Angle Lake Estates – Schneider Homes). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 15-4-13C authorizing Amendment No. 1 to Contract 14-50-09 with Robinson Noble for assistance with the Tye Well Rehabilitation. Motion duly made and seconded. After discussion, the motion carried unanimously. Reference Item 6.



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**5. RESOLUTIONS/MOTIONS**

Motion 15-4-13(1) duly made and seconded to authorize and direct District staff and counsel to provide a draft franchise agreement to the City of Normandy Park for discussion. After discussion, the motion carried unanimously. Reference Item 8.

**6. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

6.1 Tyee Well Rehabilitation – Pump Tech pulled the pump on Monday (4/6/15). The findings were as follows: (1) pump heavily biofouled; (2) well screens plugged up; (3) casing pipe feeding raw water severely corroded along with the motor; (4) impellers damaged; and (5) the pump does appear not salvageable. Discussion ensued.

The District's consultant, Robinson Noble, submitted a proposal to prepare the contract documents for rehabilitating the well. Reference Item 5.3, Resolution 15-4-13C.

**Debbie Prior**

6.2 HWD Surplus Vehicles - The 2007 Chevrolet Colorado Crew Cab 4W; 2007 Chevrolet Colorado Ext. Cab 4WD; and 1999 International 4900 Dump Truck have been delivered to the Washington State Enterprise auction. The auction closes on 4/17/15.

6.3 Travel Advance Checks - Debbie distributed travel advance checks to the Commissioners attending the WASWD Spring Conference & Trade Show.

**Matt Everett**

6.4 WASWD 2015 Spring Conference & Trade Show (4/16-4/17/15) Yakima Convention Center - Matt and Commissioners' Koester, Johnson and Quong-Vermeire will be attending the conference.

**7. OTHER?**

No other items were discussed.

**8. EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION UNDER RCW 42.30.110(1)(i)  
CITY OF NORMANDY PARK UTILITY TAX**


District staff requested an executive session pursuant to RCW 42.30.110(1)(i) to discuss potential litigation. On motion duly made, seconded and carried unanimously, an executive session was convened on that basis. The Commissioners, General Manager, District Engineer, Administrative Manager and John Milne, Legal Counsel, then attended the executive session. Before convening the executive session at 9:32 a.m., Mr. Milne advised the executive session would conclude at 9:52 a.m. At 9:52 a.m. the executive session was extended for another ten minutes which was publicly announced. At 10:02 a.m., the executive session concluded and open public meeting reconvened. Action Taken: Reference Motion 15-4-13(1).

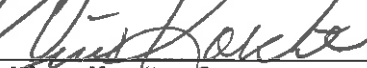


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There being no further business of the District, President Landon concluded the meeting at 10:05 a.m.

**BOARD OF COMMISSIONERS**

  
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**George Landon, President**

  
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**Vince Koester, Secretary**

  
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**Gerald R. Guite, Commissioner**

  
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**Daniel Johnson, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**