



Highline Water District Board Workshop Meeting Minutes April 28, 2015

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engr./Ops. 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 Landon called the meeting to order at 9:09 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 13, 2015 Special Meeting

WARRANTS

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/30/15	18698 - 18736	\$ 137,647.35
Construction	09-075-3030	04/30/15	901742 - 901746	\$ 14,081.95
Maintenance - Payroll	09-075-0010	04/17/15	302527 - 302527	\$ 105.15

ELECTRONIC FUNDS TRANSFERS

Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	04/10/15	04/22/15	\$ 24,905.44
Direct Deposit – Payroll (PAY47)	09-075-0010	04/10/15	04/17/15	\$ 62,839.27
Dept of Retirement	09-075-0010	04/10/15	05/15/15	\$ 12,783.65
Dept of Retirement - Deferred Compensation	09-075-0010	04/10/15	04/17/15	\$ 3,783.00
Health Equity (KC-BEN96)	09-075-0010	04/10/15	04/17/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	04/10/15	04/17/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	04/10/15	04/17/15	\$ 3,665.50
Dept of Revenue - B&O Tax	09-075-0010	03/31/15	04/28/15	\$ 59,286.81

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting

5. RESOLUTIONS/MOTIONS

No resolutions were presented to the Board.



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6. QUARTERLY FINANCIAL REPORT (March 31, 2015)

Debbie reviewed and discussed with the Board the Statement(s) of Net Position; Revenues, Expenses and Changes in Net Position; and the Sources and Applications of Funds (Budget vs. Actual).

7. TYEE WELL REHABILITATION UPDATE

Jeremy provided an Excel spreadsheet for the production costs of the Tyee Well vs. SPU Purchase costs from 2004 through 2014. Discussion ensued.

Robinson Noble (hydrogeologists) will be onsite Monday, May 4th to video inside the well.

RH2 Engineering is currently researching well and pump options.

A resolution will be presented at the 5/6/15 Board meeting to authorize an amendment to contract #15-50-02 with RH2 Engineering to determine a disinfection method to prevent biofouling and corrosion inside the well.

8. OTHER?

Jeremy DelMar

8.1 Normandy Park Storm Drainage Project – Jeremy will attend a meeting at the City today to discuss the conflict with the District's 12" water main located just west of 3rd Ave SW.

Debbie Prior

8.2 Association of Washington Cities - Labor Relations Institute 5/6/15-5/8/15 (Yakima, WA)
Debbie will be attending the labor relations training and will not be in attendance at the 5/6/15 Board meeting.

Matt Everett

8.3 PNWS-AWWA 2015 Conference 4/29/15-5/1/15 (Meydenbauer Center, Bellevue, WA) – Matt, Jeremy, Mike Becker, Dan Sleeth and Dave Stanley will be attending the conference.

8.4 Normandy Park City Council Meeting 4/28/15 at 7:00 pm – On the agenda is a request for the Council to postpone consideration of the New Water/Sewer 6% Utility Tax (Ordinance 919) until the May 12th Council Meeting in attempt to work out a franchise agreement.

8.5 Washington State Legislature ESHB 1410 – An act relating to modifying provisions governing the competitive bidding process of water-sewer districts; and amending RCW 57.08.050 as follows:

Sec. 1. RCW 57.08.050 and 2009 c 229 s 11 are each amended to read as follows:

(1) All work ordered, the estimated cost of which is in excess of ((twenty)) fifty thousand dollars, shall be let by contract and competitive bidding.

The bill was passed and delivered to the governor for signature on April 21, 2015.

8.6 Utility Worker Position – Matt informed the Board that the position was filled and the new hire (Michael Kerr) will start on May 1, 2015.

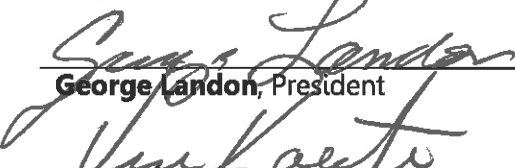
8.7 Employee 30-Years of Service/Retirement Luncheon (4/28/15 – 12:00 pm) - A luncheon for Ed to thank him for his 30 years of service and celebrate his retirement will be held today in the Board room.



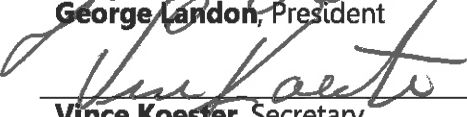
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There being no further business of the District, President Landon concluded the meeting at 9:52 a.m.

BOARD OF COMMISSIONERS

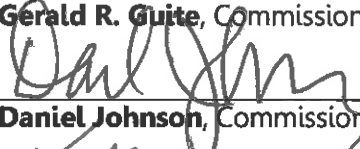


George Landon, President




Vince Koester, Secretary

Gerald R. Quite, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner