



## Highline Water District Regular Board Meeting Minutes May 20, 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, Engineering/Operations Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> John Milne, Inslee Best  <b>VISITORS</b> Ron Nowicki, Commissioner, Lakehaven Utility District
<b>Strikeouts indicate absence</b>		

**1. CALL TO ORDER**

President Landon called the meeting to order at 9:02 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:** May 6, 2015 Regular Meeting

**WARRANTS**

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	05/21/15	18756 - 18811	\$ 480,131.13
Construction	09-075-3030	05/21/15	901750 - 901754	\$ 35,348.19
Maintenance - Payroll	09-075-0010	05/15/15	302528 - 302528	\$ 315.46

**ELECTRONIC FUNDS TRANSFERS**

Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	05/08/15	05/20/15	\$ 26,925.82
Direct Deposit – Payroll	09-075-0010	05/08/15	05/15/15	\$ 66,567.57
Dept of Retirement	09-075-0010	05/08/15	06/15/15	\$ 12,566.90
Dept of Retirement - Deferred Compensation	09-075-0010	05/08/15	05/15/15	\$ 3,833.00
Health Equity (KC-BEN96)	09-075-0010	05/08/15	05/15/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	05/08/15	05/15/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	05/08/15	05/15/15	\$ 3,665.50
Dept of Revenue - B&O Tax	09-075-0010	04/30/15	05/27/15	\$ 48,371.46

Item #	Resolution #	Description
None		

**4. PUBLIC INPUT**

Ron Nowicki, Commissioner, Lakehaven Utility District

Commissioner Nowicki invited the Commissioners to take a tour of the new filtration plant and commented on Lakehaven's Wholesale Water Rates Draft Proposal. He is open for any questions the Board may have of him.



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**5. RESOLUTIONS/MOTIONS**

Resolution 15-5-20A authorizing an interlocal agreement between the City of SeaTac and Highline Water District for construction of water line and pavement restoration on 40th Ave S between S 166th St and S 170th St (HWD Project 14-4 40th Ave S Water Main Replacement). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 15-5-20B authorizing developer extension agreement - South Corridor – South Link S447 (Sound Transit). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 15-5-20C accepting Project 11-3 Segment 1 24th Ave S (D.P.K., Inc. – Contractor / City of Des Moines Lead Agency). Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 15-5-20(1) authorizing payment of \$1,000.00 to King County Special Purpose Districts Growth Management Planning Council (GMPC) for participation of the 2015-2016 staffing services. After discussion, the motion carried unanimously.

**6. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

6.1 Tyee Well Redevelopment – The District will request proposals on 5/21/15 from five firms for the redevelopment of the Tyee Well. The firms were selected from the Municipal Research Services Center (MRSC) Small Works Roster. The bid due date is June 4, 2015.

6.2 Sound Transit Federal Way Link Extension – Jeremy discussed proposed alignments with the Board. The comment period on Sound Transit's Draft Environmental Impact Statement (EIS) is April 10 – May 26, 2015.

**Debbie Prior**

6.3 Surplus Vehicles – The District's two 2007 Chevy Colorado trucks and the 1999 International 4900 dump truck were sold at the Washington State Enterprise Auction. The District netted \$48,800.

6.4 2014-2013 Annual Report to the State Auditor – Debbie will email a copy of the report to the Board by the end of the week. The report will be discussed at the 5/26/15 Board Workshop.

**Matt Everett**

6.5 GMPC Funding for Consulting 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). The Board was in agreement to contribute \$1,000.00. Action Taken: Reference Motion 15-5-20(1).

6.6 District Headquarters Building Exterior Maintenance – Matt, Jeremy, Debbie and Al Metz met yesterday with Galen Page, Page & Beard Architects, to discuss the following maintenance items: (1) options to prevent birds from infiltrating the building's Styrofoam façade; (2) adding flashing to the lip of the gutters to prevent damage and overflow; (3) repairing the leak at the southwest corner of the Board room; and (4) exterior painting.




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**6. STAFF/COMMISSIONERS/ATTORNEY**

- 6.7 Potential Purchase of Midway Sewer District Surplus 2003 Camel Vactor Truck – Matt, Jeremy, and John Milne, Legal Counsel, are reviewing the draft Interlocal Agreement prepared by Midway Sewer District's attorney, Brian Snure.

There being no further business of the District, President Landon concluded the meeting at 9:56 a.m.

**BOARD OF COMMISSIONERS**

  
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George Landon, President

  
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Vince Koester, Secretary

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Gerard R. Guite, Commissioner

  
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Daniel Johnson, Commissioner

  
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Kathleen Quong-Vermeire, Commissioner