



Highline Water District Board Workshop Meeting Minutes August 25, 2015

ATTENDEES		
COMMISSIONERS Commissioner Position 1 - Vacant Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DeMar, Engineering/Ops. Manager 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 9:00 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: August 19, 2015 Regular Meeting

WARRANTS

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	08/27/15	19129 - 19148	\$ 150,164.67

ELECTRONIC TRANSFER FUNDS

Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	08/14/15	08/26/15	\$ 25,688.72
Direct Deposit – Payroll	09-075-0010	08/14/15	08/21/15	\$ 63,739.47
Dept of Retirement	09-075-0010	08/14/15	09/15/15	\$ 15,797.15
Dept of Retirement - Deferred Compensation	09-075-0010	08/14/15	08/21/15	\$ 3,708.00
Health Equity (KC-BEN96)	09-075-0010	08/14/15	08/21/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	08/14/15	08/21/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	08/14/15	08/21/15	\$ 3,951.63
Dept of Revenue - B&O Tax	09-075-0010	07/31/15	08/26/15	\$ 89,663.60

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions were presented at the meeting.



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Board Workshop Meeting Minutes
August 25, 2015**

5. RESOLUTIONS/MOTIONS

Motion 15-8-25(1) duly made and seconded to schedule a Special Board meeting on 9/10/15 at 9:00 am for the purpose of interviewing candidates for the vacant Commissioner Position 1. After discussion, the motion carried unanimously.

Motion 15-8-25(2) duly made and seconded to cancel the 9/22/15 Board Workshop due to scheduling conflict with the WASWD Fall Conference and schedule a Special Board meeting on 9/29/15 at 9:00 am. After discussion, the motion carried unanimously.

6. DEVELOPER EXTENSIONS UPDATE

Jeremy DelMar

Jeremy distributed a map of the District's current and proposed developer extensions. Jeremy noted that the District has received 60 requests for water availabilities this year. Discussion ensued.

7. COMMISSIONER POSITION 1 DISCUSSION

Matt Everett

7.1 The District received four letters of interest for the vacant Commissioner position. One candidate is outside the District's corporate boundaries and therefore is not eligible. The Board chose to interview the three eligible candidates at a Special Board meeting to be held on Thursday, September 10, 2015 at 9:00 am. Reference Motion 15-8-25(1).

8. OTHER

Matt Everett

8.1 Cancel 9/22/15 Board Workshop? – Matt asked the Board if they wanted to cancel the workshop and hold a special board meeting due to scheduling conflict with the WASWD Fall Conference. Reference Motion 15-8-25(2).

There being no further business of the District, President Landon concluded the meeting at 9:41 a.m.

BOARD OF COMMISSIONERS



George Landon, President



Vince Koester, Secretary

Commissioner (Position 1) - Vacant



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner