



## Highline Water District Regular Board Meeting Minutes January 6, 2016

<b>ATTENDEES</b>		
<b>COMMISSIONERS</b> Todd Fultz 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.

**1A. OATH OF OFFICE TO ELECTED COMMISSIONERS**

**QUONG-VERMEIRE (POSITION NO. 3) AND KOESTER (POSITION NO. 5)**

John Milne, HWD Attorney, administered the oath of office for six-year terms (2016-2021) to Commissioner Quong-Vermeire (Position No. 3) and Commissioner Koester (Position No. 5).

**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:** December 16, 2015 Regular Meeting

**WARRANTS**

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	12/30/15	19539 - 19559	\$ 36,415.96
Maintenance	09-075-0010	01/07/16	19560 - 19590	\$ 78,916.91
Construction	09-075-3030	12/30/15	901804 - 901806	\$ 136,393.07
Construction	09-075-3030	01/07/16	901807 - 901810	\$ 192,645.45

**ELECTRONIC TRANSFER FUNDS**

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	12/18/15	12/30/15	\$ 22,982.62
Direct Deposit – Payroll	09-075-0010	12/18/15	12/24/15	\$ 63,263.32
Dept of Retirement	09-075-0010	12/18/15	01/15/16	\$ 15,374.08
Dept of Retirement - Deferred Compensation	09-075-0010	12/18/15	12/24/15	\$ 3,708.00
Health Equity (KC-BEN96)	09-075-0010	12/18/15	12/24/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	12/18/15	12/24/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	12/18/15	12/24/15	\$ 4,452.36
Dept of Revenue - B&O Tax	09-075-0010	11/30/15	12/29/15	\$ 79,223.44

**CONSENT AGENDA RESOLUTIONS**

Item #	Resolution #	Description
None		

**4. PUBLIC INPUT**

No members of the public attended the meeting.



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**5. RESOLUTIONS/MOTIONS**

Resolution 16-1-6A electing the President of the Board of Commissioners. Motion duly made and seconded nominating Commissioner Koester to serve as President of the Board in 2016. After discussion, the motion carried unanimously.

Resolution 16-1-6B electing the Secretary of the Board of Commissioners. Motion duly made and seconded nominating Commissioner Fultz to serve as Secretary of the Board in 2016. After discussion, the motion carried unanimously.

Resolution 16-1-6C commending Commissioner Koester for 15 years of service with the District. Motion duly made and seconded. After discussion, the motion carried unanimously.

**6. PRESENTATION OF PLAQUE TO OUTGOING PRESIDENT GEORGE LANDON**

Newly-elected Board President Vince Koester presented Commissioner George Landon with a plaque commending his service as the 2015 Board President.

**7. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

7.1 Sound Transit Federal Way Link – Memorandum of Understanding (MOU) – A resolution to authorize a memorandum of understanding with Sound Transit will be presented at a future Board meeting.

7.2 Tyee Well Rehabilitation Status – Jeremy updated the Board on the status of the rehabilitation. The District continues to explore the possibility of surface water infiltration into the well and will perform subsequent testing. Discussion ensued. A change order for Hokkaido Drilling to reinstall the surface seal will be presented at a future Board meeting.

7.3 FCSG Draft Rates Model – Jeremy discussed preliminary results of the FCSG model for fire allocation and General Facility Charges (GFCs). Discussion ensued. Staff will discuss further at the January 26 Board Workshop.

**Matt Everett**

7.4 WASWD 1/30/16 Commissioners' Workshop (Tukwila, WA) – Matt reminded the Commissioners of the Workshop. District staff will register Commissioners' Fultz, Johnson and Quong-Vermeire.

7.5 Enduris Request – Matt informed the Board that an attorney for Enduris asked him to be an expert witness regarding a ladder failure inside a vault. The Board was in agreement to support Matt's decision to participate or not.

7.6 City of Des Moines Proposed Utility Tax Ordinance – Southwest Suburban Sewer District, Midway Sewer District, Highline Water District and King County Water District No. 54 have all signed a joint payment agreement and joint prosecution agreement with Talmadge/Fitzpatrick/Tribe. Phil Talmadge, Legal Counsel, will prepare a draft complaint against the City's proposed utility tax. The four districts will meet to discuss a potential draft franchise agreement with the City of Des Moines.



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There being no further business of the District, President Koester concluded the meeting at 10:03 a.m.

**BOARD OF COMMISSIONERS**

  
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**Vince Koester, President**

  
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**Todd Fultz, Secretary**

  
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**Daniel Johnson, Commissioner**

  
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**George Landon, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**