



## Highline Water District Regular Board Meeting Minutes February 3, 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. <del>Debra Prior, Administrative Manager</del> 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 Koester 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:** January 26, 2016 Board Workshop

<b>WARRANTS</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	02/04/16	19671 - 19694	\$ 83,143.54
Construction	09-075-3030	02/04/16	901823 - 901824	\$ 460.50
Maintenance - Payroll	09-075-0010	02/05/16	302537 - 302537	\$ 3,480.29

<b>ELECTRONIC TRANSFER FUNDS</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	01/29/16	02/10/16	\$ 25,283.93
Direct Deposit – Payroll	09-075-0010	01/29/16	02/05/16	\$ 62,763.36
Dept of Retirement	09-075-0010	01/29/16	02/12/16	\$ 16,026.34
Dept of Retirement - Deferred Compensation	09-075-0010	01/29/16	02/05/16	\$ 3,823.00
Health Equity (KC-BEN96)	09-075-0010	01/29/16	02/05/16	\$ 256.96
Health Equity (KC-BEN105)	09-075-0010	01/29/16	02/05/16	\$ 101.18
HRA VEBA (KC-BEN60)	09-075-0010	01/29/16	02/05/16	\$ 6,147.12

**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**

Motion 16-2-3(1) duly made and seconded to (1) direct the General Manager to advise the City by letter that the Board had authorized District staff and counsel to negotiate a franchise with City staff addressing terms and conditions acceptable to the District, including a fee payment by the District to the City in consideration of the City not imposing a tax on the District's revenues during the term of the franchise, (2) authorize Commissioner Johnson and the General Manager to attend the City's February 18 Council meeting to convey that message to the Council, (3) direct the General Manager to contact the other districts providing utility service within the City to coordinate efforts on franchise negotiations, and (4) authorize District counsel to contact the City Attorney to advise of Highline's interest in discussing a franchise with the City. The motion carried unanimously. Reference Item No. 7 – Executive Session.

**6. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

6.1 Project 16-3 Mansion Hill Reservoir Relocation – The consultant interviews with Gray & Osborne and Stantec were held yesterday. Jeremy DelMar, Matt Everett and Dave Stanley evaluated the proposals and interviews from both firms. Stantec was selected as the most qualified and has the capacities to work with Sound Transit with the complexities of the project.

6.2 Des Moines Sidewalk Project (S 268th St between 16th & 19th) – The City has received federal funding for this project and intends to bid in May. The District has approximately 1,000 LF of 6" AC main in direct conflict with the city's storm improvements. The District would like to replace the AC main with 8" D.I. Jeremy will meet with the City this afternoon to discuss the project. This CIP project could be funded out of the small works/emergency projects budget line item.

**Matt Everett**

6.3 SeaTac Franchise Meeting - Matt reminded the Board that a meeting has been arranged with seven utility districts (HWD, WD20, WD49, WD54, Midway Sewer, Valley View Sewer, Southwest Suburban Sewer) operating within the City of SeaTac to be held on February 9, 2016 at Valley View Sewer District. John Milne, Inslee Best, is the legal counsel for all districts.

**Todd Fultz**

6.4 WASWD Commissioners 2016 Workshop – Todd said he enjoyed his first WASWD Commissioners Workshop and found it very educational.

**7. EXECUTIVE SESSION - POTENTIAL LITIGATION UNDER RCW 42.30.110(1)(i)**

**City of Des Moines Utility Tax and Franchise Agreement**

District staff requested an executive session to discuss potential litigation pursuant to RCW 42.30.110 (1)(i) relating to a possible City of Des Moines utility tax and franchise. On motion duly made, seconded and carried unanimously, an executive session was convened on that basis. The Commissioners, District staff and Milne then attended the executive session. Before convening the executive session at 9:21 a.m., Commissioner Koester advised the executive session would conclude at 9:36 a.m. At 9:36 a.m., the executive session concluded and open public meeting reconvened. Action Taken: Reference Item No. 5 - Motion 16-2-3(1).

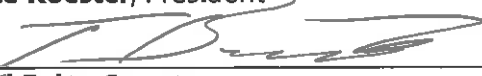



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There being no further business of the District, President Koester concluded the meeting at 9:40 a.m.

**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**