



Highline Water District Regular Board Meeting Minutes February 17, 2016

ATTENDEES		
COMMISSIONERS Todd Fultz Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DeMar, Engr./Operations 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 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: February 3, 2016 Regular Meeting

WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	02/05/16	19695 - 19695	\$ 2,541.06
Maintenance	09-075-0010	02/18/16	19696 - 19745	\$ 124,166.26
Construction	09-075-3030	02/18/16	901825 - 901826	\$ 199,703.37

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 16-2-17A authorizing an interlocal agreement between the City of Normandy Park and Highline Water District relating to Project 14-3 Manhattan View Water Main Replacement to provide for the terms and conditions of the Parties' agreement to not require the District to perform the Half-Street Improvements in consideration of the District's payment of an agreed amount to the City as part of the Project. Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 16-2-17(1) duly made and seconded authorizing a change order to Project 13-1A Angle Lake Water Main Replacement to replace an additional 686 LF (approximate) of 6" AC water main. After discussion, the motion carried unanimously. Reference Item No. 6.2.



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6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

- 6.1 Commissioners Code of Ethics Policy – The Board received a copy of the ethics policy for their review.

Matt Everett

- 6.2 Project 13-1A Angle Lake Water Main Replacement – Matt asked the Board to consider authorizing a change order to replace approximately 686 LF of AC main. The District will receive the final easement necessary to complete the entire main replacement at Angle Lake. Action Taken: Reference Motion 16-2-17(1).
- 6.3 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. Midway Sewer District would like to replace sewer main located in the City's project area. The District and Midway are in discussions to partner on a water and sewer main replacement project. Matt will update the Board at the 2/23/16 Workshop.

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 9:22 a.m., Commissioner Koester advised the executive session would conclude at 9:32 a.m. At 9:32 a.m., the executive session was extended to 9:42 a.m., which was publicly announced. At 9:42 a.m., the executive session was extended five minutes to 9:47 a.m., which was publicly announced. At 9:47 a.m., the executive session concluded and open public meeting reconvened. The Board authorized John Milne to attend the 2/18/16 Des Moines Council meeting with Matt Everett and Commissioner Johnson.

There being no further business of the District, President Koester concluded the meeting at 9:50 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner