



Highline Water District Board Workshop Meeting Minutes July 26, 2016

ATTENDEES		
COMMISSIONERS Todd Fultz Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, 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: July 20, 2016 Regular Meeting

WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	07/28/16	20254 - 20279	\$ 31,522.50
Construction	09-075-3030	07/28/16	901899 - 901900	\$ 3,958.30

ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	07/15/16	07/27/16	\$ 26,404.31
Direct Deposit – Payroll	09-075-0010	07/15/16	07/22/16	\$ 64,851.85
Dept of Retirement	09-075-0010	07/15/16	08/15/16	\$ 16,473.13
Dept of Retirement - Deferred Compensation	09-075-0010	07/15/16	07/22/16	\$ 4,073.00
Health Equity (KC-BEN96)	09-075-0010	07/15/16	07/22/16	\$ 256.96
Health Equity (KC-BEN105)	09-075-0010	07/15/16	07/22/16	\$ 101.18
HRA VEBA (KC-BEN60)	09-075-0010	07/15/16	07/22/16	\$ 5,672.72
Dept of Revenue - B&O Tax	09-075-0010	06/30/16	07/26/16	\$ 52,674.52

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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6. 2ND QUARTER 2016 FINANCIAL STATEMENTS

Debbie reviewed the Statement of Net Position; Statement of Revenues, Expenses and Changes in Net Position; Sources and Applications of Funds (Budget vs. Actual) and answered questions of the Board.

7. OTHER

Jeremy DelMar

7.1 Project 16-5 S 268th St Water Main Replacement – On Thursday afternoon, the District's contractor hit the District's 6" AC water main while working on the sewer portion of the project. The contractor repaired the main and the District issued a boil water advisory to the affected customers and District staff delivered bottled water to the customers. The results of the water samples are expected this afternoon.

7.2 Tyee Well Redevelopment – The electrical work is done. District crews are flushing to purge the aquifer and will perform test sampling of the water this week. S & B is on site to configure the Variable Frequency Drive for flushing and future production.

Matt Everett

7.3 7/25/16 WASWD Board Meeting – Matt informed the Board that Jim Coontz was hired as the new Executive Director. Matt noted that the WASWD Board voted against decreasing dues by 5%. However, they want each WASWD Section Chair to ask the members' for their opinion on the proposed dues reduction. The Highline Board asked Matt to write a letter on their behalf to discourage the further discussion of WASWD reducing dues.

There being no further business of the District, President Koester concluded the meeting at 9:47 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner