



Highline Water District Special Board Meeting Minutes September 19, 2016

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Todd Fultz	Matt Everett, General Manager	John Milne, Inslee Best	
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS	
Vince Koester	Debra Prior, Administrative Manager	Carollo Engineers, Inc.	
George Landon	Mary Fossos, Project Coordinator, CIPs	Lara Kammereck, PE, PMP, Project Manager	
Kathleen Quong-Vermeire		Alena Thurman, Environmental Engineer	

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.

Minutes:	9/7/16 Regular Meeting				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	09/12/16	20425 - 20425	\$ 2,701.10	
Maintenance	09-075-0010	09/22/16	20426 - 20489	\$ 830,869.04	
Construction	09-075-3030	09/22/16	901920 - 901928	\$ 434,796.98	
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	09/09/16	09/21/16	\$ 25,472.43	
Direct Deposit – Payroll	09-075-0010	09/09/16	0916/16	\$ 63,434.65	
Dept of Retirement	09-075-0010	09/09/16	10/14/16	\$ 16,221.81	
Dept of Retirement - Deferred Compensation	09-075-0010	09/09/16	09/16/16	\$ 4,073.00	
Health Equity (KC-BEN96)	09-075-0010	09/09/16	09/16/16	\$ 256.96	
Health Equity (KC-BEN105)	09-075-0010	09/09/16	09/16/16	\$ 101.18	
HRA VEBA (KC-BEN60)	09-075-0010	09/09/16	09/16/16	\$ 5,387.34	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

3A. PUBLIC HEARING – 2016 COMPREHENSIVE WATER SYSTEM PLAN

Commissioner Koester opened the public hearing at 9:04 a.m. Lara Kammereck, PE, PMP, Project Manager and Alena Thurman, Environmental Engineer, Carollo Engineers, gave a presentation of the final draft 2016 Comprehensive Water System Plan. Discussion ensued. Commissioner Koester asked for public comment at 9:19 a.m. No members of the public attended the hearing. Commissioner Koester closed the public comment period at 9:20 am and resumed the special meeting.

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS

Resolution 16-9-19A adopting the 2016 Comprehensive Water System Plan and approving the plan for public distribution in accordance with WAC 246-290-100. Motion duly made and seconded. After discussion, the motion carried unanimously.



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5. RESOLUTIONS

Resolution 16-9-19B authorizing the surplus of office/field equipment and vehicles. Motion duly made and seconded. After discussion, the motion carried unanimously.

Motions 16-9-19(1), 16-9-19(2) and 16-9-19(3) - Reference Item No. 7 - Executive Session.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy Delmar

6.1 Small Site Asphalt and Concrete Patching Repair - Jeremy informed the Board that the current Small Site Asphalt and Concrete Patching Repair contract has exhausted the budgeted amount and staff has solicited proposals from contractors on the MRSC Roster.

Debbie Prior

6.2 WASWD Fall Conference – Debbie distributed travel advances to Commissioners' Fultz, Johnson and Quong-Vermeire.

Dan Johnson

6.3 Employee Appreciation Lunch (9/7/16) - Commissioner Johnson expressed his appreciation to the managers and employees that helped make the lunch a success.

7. EXECUTIVE SESSION

Discuss property acquisition in accordance with RCW 42.30.110 (1)(b) - Harper Property

District staff requested an executive session pursuant to RCW 42.30.110 (1) (b) to consider the selection of a site or the acquisition of real estate for the District Pump Station No. 8 project. On motion duly made, seconded and carried unanimously, an executive session was convened on that basis. The Commissioners, District staff Matt Everett, Jeremy DelMar, and Debbie Prior, and John Milne, District counsel, attended the executive session. Before convening the executive session at 9:33 a.m., Commissioner Koester advised the executive session would conclude at 9:53 a.m. At 9:53 a.m., the executive session was extended to 9:58 a.m., which was publicly announced. At 9:58 a.m., the executive session concluded and open public meeting reconvened.

Motion 16-9-19(1): Following discussion, Commissioner Johnson made the motion to authorize District staff to submit an offer to buy the residential property located at 16032 42nd Ave. S., Tukwila, WA (Property), currently owned by Clifton Harper. Commissioner Landon seconded the motion, which carried unanimously.

Motion 16-9-19(2): Following further discussion, Commissioner Fultz made the motion to consider the acquisition of the Property by condemnation, and to authorize and direct District staff to comply with RCW 8.25.290 to provide notice as required by that statute of the planned final action regarding condemnation authorization to be considered by the Board of Commissioners at the October 19, 2016, regular meeting at 9:00 a.m. or as soon thereafter as can be heard. Commissioner Johnson seconded the motion, which carried unanimously.

Motion 16-9-19(3): Following further discussion, Commissioner Landon made the motion to authorize District staff to have the Property formally appraised for the purpose of determining the Property's fair market value. Commissioner Johnson seconded the motion, which carried unanimously.

District staff will keep the Board further advised regarding the District's interest in acquiring the Property.



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There being no further business of the District, President Koester concluded the meeting at 10:05 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner