



Highline Water District Board Workshop Meeting Minutes October 25, 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		
George Landon	Mary Fossos, Project Coordinator, CIPs		
Kathleen Quong-Vermeire			

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:	10/19/16 Regular Meeting				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	10/27/16	20598 - 20627	\$ 615,108.07	
Construction	09-075-3030	10/27/16	901936 - 901936	\$ 130,487.88	
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Dept of Revenue - B&O Tax	09-075-0010	09/30/16	10/26/16	\$ 101,312.22	
Dept of Revenue – Unclaimed Property	09-075-0010	09/30/16	10/21/16	\$ 357.15	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS

Resolution 16-10-25A declaring the valve cluster failure at the Des Moines Treatment Plant and Pump Station No. 2 site an emergency and waiving the formal competitive bidding requirements of RCW 39.04.280(1)(e); (2)(b) and (3) and to retain a contractor for the emergency replacement work on a time and materials basis. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 16-10-25B accepting as complete construction contract #16-70-12 with Miles Resources, LLC, for Project 14-3 Manhattan View & 2nd Ave S Water Main Replacements. Motion duly made and seconded. After discussion, the motion carried unanimously.



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6. 3RD QUARTER 2016 FINANCIAL STATEMENTS

3rd 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

Debbie Prior

7.1 Flu Shots – The shots will be administered at the District on Thursday, October 27th at 7:30 a.m.

Jeremy DelMar

7.2 2016 Comprehensive Water System Plan – Matt and Jeremy attended a meeting with the King County Utilities Technical Review Committee (KCUTRC) last week (10/19/16). The KCUTRC recommended approval of the District's Water System Plan to the King County Council.

Matt Everett

7.3 Property Acquisition (Project 16-2 Pump Station No. 8) – Everett reported that the owner of the real property identified by the District in Resolution No. 16-10-19A as the preferred site for the location of a new booster pump station (Pump Station No. 8) had offered to sell the property to the District for \$200,000. Everett reported that, pursuant to the authorization provided by the Board to him in Resolution No. 16-10-19A, he intended to execute a purchase and sale agreement with the owner to purchase the property for that amount. Purchasing the property by negotiated sale will avoid the need to condemn the property and its related legal time and expense. He will keep the Board further advised on the matter.

7.4 King County Right-of-Way Franchise Fee – WASWD informed its members that King County plans on increasing its franchise fee from \$2,500 to \$10,000 and billing utility districts for right-of-way permits and inspection fees.

Kathleen Quong-Vermeire

7.5 2016 IACC Conference (10/18/16-10/20/16-Wenatchee) - Kathleen attended the conference last week. The keynote speaker, Sandi Doughton, discussed the next big earthquake in the Pacific Northwest. Kathleen said she believes Ms. Doughton could be an excellent speaker at a future WASWD conference.

Vince Koester

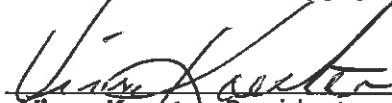
7.6 2017 WASWD Dues – The WASWD Board is proposing a new way to calculate dues. The revision should not affect the District.




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There being no further business of the District, President Koester concluded the meeting at 9:52 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner