



## Highline Water District Regular Board Meeting Minutes February 15, 2017

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b> Todd Fultz Daniel Johnson <del>Vince Koester</del> 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> <del>John Milne, Inslee Best</del> <b>CONSULTANTS</b>	

**1. CALL TO ORDER**

President Fultz 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.

<b>Minutes:</b> February 1, 2017 Regular Meeting				
<b>WARRANTS</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	02/16/17	20967 - 21020	\$ 411,343.90
Construction	09-075-3030	02/16/17	901977 - 901980	\$ 19,771.41
<b>ELECTRONIC TRANSFER FUNDS</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	02/10/17	02/22/17	\$ 25,836.93
Direct Deposit – Payroll	09-075-0010	02/10/17	02/17/17	\$ 62,014.84
Dept of Retirement	09-075-0010	02/10/17	03/15/17	\$ 16,107.88
Dept of Retirement - Deferred Compensation	09-075-0010	02/10/17	02/17/17	\$ 4,234.00
Health Equity (KC-BEN96)	09-075-0010	02/10/17	02/17/17	\$ 264.58
Health Equity (KC-BEN105)	09-075-0010	02/10/17	02/17/17	\$ 111.08
HRA VEBA (KC-BEN60)	09-075-0010	02/10/17	02/17/17	\$ 5,612.10
<b>CONSENT AGENDA RESOLUTIONS</b>				
Item #	Resolution #	Description		
None				

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS**

Resolution 17-2-15A commending employee (Greg Wilson) for 20 years of service. Motion duly made and seconded. After discussion, the motion carried unanimously.



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**6. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

- 6.1 2018 City of Des Moines Road Project - S 223rd St (from Marine View Drive to 24th Ave S) – As discussed at the 1/18/17 Board meeting, the District has approximately 2,600 LF of AC water main in the City's project area. The City and Highline wish to partner on this project. Jeremy will present a resolution for a design/surveying contract with PACE at the 3/1/17 Board meeting.
- 6.2 EMPA Courses – Jeremy thanked the Board for the opportunity to attend classes.

**Matt Everett**

- 6.3 2/9/17 HWD & Midway Sewer District (MSD) Facilities Tour – Matt, Jeremy, Commissioner Fultz, Jim Bailey, MSD Commissioner, and Ken Kase, MSD General Manager, toured HWD's Tyee Treatment Plant and Midway's Des Moines Sewer Treatment Plant with Jim Kuntz, WASWD Executive Director.
- 6.4 Entry Level Utility Worker Position – Ten applications were received. Second interviews will be held this week.
- 6.5 City of Normandy Park Draft Franchise Agreement – The City and the District are getting closer to reaching an agreement.
- 6.6 Street Lighting – The Board asked Matt to contact Puget Sound Energy and Jeff Clarke, General Manager, Alderwood Water & Wastewater District, to discuss street lighting.

There being no further business of the District, President Fultz concluded the meeting at 9:42 a.m.

**BOARD OF COMMISSIONERS**

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**Todd Fultz**, President

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**Daniel Johnson**, Secretary

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**Vince Koester**, Commissioner

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**George Landon**, Commissioner

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**Kathleen Quong-Vermeire**, Commissioner