



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

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b> Todd Fultz Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	<b>HWD STAFF</b> Matt Everett, General Manager Jeremy DelMar, Engr./Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> <del>John Milne, Insee 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>	March 1, 2017 Regular Meeting				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	03/16/17	21055	- 21112	\$ 283,081.17
Construction	09-075-3030	03/16/17	901985	- 901987	\$ 26,669.82
ELECTRONIC TRANSFER FUNDS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	03/10/17	03/22/17	\$ 26,597.06	
Direct Deposit – Payroll	09-075-0010	03/10/17	03/17/17	\$ 64,115.90	
Dept of Retirement	09-075-0010	03/10/17	04/14/17	\$ 16,430.94	
Dept of Retirement - Deferred Compensation	09-075-0010	03/10/17	03/17/17	\$ 4,034.00	
Health Equity (KC-BEN96)	09-075-0010	03/10/17	03/17/17	\$ 264.58	
Health Equity (KC-BEN105)	09-075-0010	03/10/17	03/17/17	\$ 111.08	
HRA VEBA (KC-BEN60)	09-075-0010	03/10/17	03/17/17	\$ 5,637.10	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

**4. PUBLIC INPUT**

No members of the public attended the meeting.



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**5. RESOLUTIONS**

Resolution 17-3-15A amending Highline Water District Code (HWDC), Title 5 Revenue and Finance, Chapter 5.16 Advance Travel Revolving Fund, and establishing Chapter 5.17 Credit Card Use, Section 5.17.010. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-3-15B authorizing design contract #17-60-09 with Murray, Smith & Associates for Project 17-3 12 Pl S/13th Ave S AC Water Main Replacement. Motion duly made and seconded. After discussion, the motion carried unanimously.

**6. STAFF/COMMISSIONERS/ATTORNEY**

**Matt Everett**

- 6.1 Errors & Omissions Indemnity Policy – Matt informed the Board that a resolution will be presented at the 3/28/17 Workshop to establish a policy providing for the indemnification and defense of District Commissioners and Employees.
- 6.2 Auto Damage Claim (S 252nd St & 30th Ave S) – The District received a Notice of Small Claim from King County District Court in Burien. The plaintiff (Sequoyiah Gordon) alleges a manhole cover popped up and caused damage underneath rental car. Matt, Greg Wilson and Enduris representative will appear in court to defend the District on March 29, 2017 at 8:45 am.
- 6.3 Normandy Park Franchise Agreement – The District and the City Manager have reached a verbal agreement. The agreement will be presented to the City Council on April 11, 2017.

**Vince Koester**

- 6.4 Metal Boxes in Traffic Lane - Vince asked Jeremy to determine if the metal boxes in the outside driving lane of Pacific Hwy S from S 188th St to S 192nd St are District appurtenances.

**Kathleen Quong-Vermeire**

- 6.5 HB 1187 – An act relating to water-sewer districts – Kathleen attended WASWD's Government Relations Committee meeting on 3/9/17 and was informed of HB 1187. A portion of HB 1187 modifies water-sewer district provisions governing the sale of district real property.



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There being no further business of the District, President Fultz concluded the meeting at 9:36 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