



Highline Water District Board Workshop Meeting Minutes March 28, 2017

ATTENDEES			(Strikeouts indicate absence)
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 CONSULTANTS	

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.

Minutes:		March 15, 2017 Regular Meeting		
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	03/30/17	21113 - 21149	\$ 318,225.78
Construction	09-075-3030	03/30/17	901988 - 901988	\$ 8,017.26
ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	03/24/17	04/05/17	\$ 27,924.62
Direct Deposit – Payroll	09-075-0010	03/24/17	03/31/17	\$ 68,847.94
Dept of Retirement	09-075-0010	03/24/17	04/14/17	\$ 16,546.98
Dept of Revenue - B&O Tax	09-075-0010	02/28/17	03/28/17	\$ 48,147.57
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 17-3-28A providing indemnification and defense to District Commissioners and Employees. Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 17-3-28(1) duly made and seconded authorizing the General Manager to send a letter to the property owners regarding the landslide that occurred on their private road (10th Pl SW), stating the District's concerns for the integrity of the public water main located on the east side of the road and requesting information for the means, methods, strategy planned and work schedule to stabilize and repair the slope. The motion carried unanimously. (Reference Item No. 7)



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6. CELL COMMUNICATION LEASE UPDATE

Clear Wireless LLC (Star Lake Tank Site)

Jeremy informed the Board that a public hearing for the new communications site lease and lease agreement is scheduled for 4/25/17 (Board Workshop). The public hearing notice will be published in the Westside Weekly on 4/7/17 and 4/14/17. The yearly lease amount will be \$30,000 per year with a 3.5% increase of the base rent of each year during the term of the agreement.

AT&T (Mansion Hill)

Jeremy informed the Board that AT&T requested an extension to their existing lease agreement until negotiations for a new lease are complete. AT&T will need to relocate (by April 2018) their equipment from the 250,000 gallon tank that will be torn down to accommodate Sound Transit's Federal Way link. A resolution to amend the existing site lease agreement will be presented to the Board at a future meeting.

7. 10 PL SW (HIDDEN VALLEY LANDSLIDE)

Matt and Jeremy discussed the landslide that occurred on 3/16/17 at 10th Pl SW (private road). The District is concerned that the integrity of the public water main located on the east side of the road may be compromised without prompt action by the property owners to stabilize and repair the slope. Matt provided the Commissioners with a draft letter to the property owners and photos of the landslide. Matt requested authorization to send the letter to the property owners. Action Taken: Reference Motion 17-3-28(1).

8. OTHER

John Milne

8.1 WASWD "Information Gathering" Related to King County Franchise Ordinance 2016-0521

Milne (Inslee Best) requested public records from King County on behalf of the participating water and sewer Districts opposed to the ordinance.

Matt Everett

8.2 Small Claim - King County District Court in Burien – The plaintiff (Sequoyiah Gordon) alleges a manhole cover popped up at S 253rd St & 30th Ave S and caused damage underneath rental car. Matt, Greg Wilson and insurance representative will appear in court to defend the District on March 29, 2017.

8.3 2016 Annual Report – A draft of the report will be presented to the Board at a future meeting.

8.4 Project 14-2 560 Zone Lakehaven Utility District South Supply – If the District decides to move forward with purchasing water from Lakehaven Utility District, the amount required by Lakehaven would need to be less than 2 million gallons per day.

8.5 WASWD General Managers' Meeting (3/23/17) – Matt attended the managers' meeting which was held at Alderwood Water & Wastewater District.

Dan Johnson

8.6 4/05/17 Board Meeting - Commissioner Johnson informed the Board and staff that he will not be attending the 4/05/17 Board meeting.



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There being no further business of the District, President Fultz concluded the meeting at 9:45 a.m.

BOARD OF COMMISSIONERS



Todd Fultz, President



Daniel Johnson, Secretary



Vince Koester, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner