



Highline Water District Regular Board Meeting Minutes August 16, 2017

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 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:	August 2, 2017 Regular Meeting			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	08/17/17	21598 - 21659	\$ 730,841.27
Construction	09-075-3030	08/17/17	902026 - 902027	\$ 4,641.12
Maintenance - Payroll	09-075-0010	08/18/17	302576 - 302576	\$ 455.44
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	08/11/17	08/23/17	\$ 26,450.86
Direct Deposit – Payroll	09-075-0010	08/11/17	08/18/17	\$ 63,319.44
Dept of Retirement	09-075-0010	08/11/17	09/15/17	\$ 19,067.78
Dept of Retirement - Deferred Compensation	09-075-0010	08/11/17	08/18/17	\$ 4,184.00
Health Equity (KC-BEN96)	09-075-0010	08/11/17	08/18/17	\$ 264.58
Health Equity (KC-BEN105)	09-075-0010	08/11/17	08/18/17	\$ 111.08
HRA VEBA (KC-BEN60)	09-075-0010	08/11/17	08/18/17	\$ 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/MOTIONS

Resolution 17-8-16A authorizing Amendment #1 to Contract 17-60-08 with Pace Engineers, Inc. for additional engineering services relating to S 223rd Street AC Water Main Replacement (Project SW17-1). Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 17-8-16B authorizing Release of Easement – King County Recording #5929542 (T. Fred Linde and Gladys E. Linde). Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 17-8-16(1) duly made and seconded authorizing the General Manager to sign the City of Burien's Authorization Form to Enforce Criminal Trespass Law and post the required signage at the District's property located at 17461 Ambaum Blvd S, Burien, WA. After discussion the motion carried unanimously. Reference Item No. 6.4.

6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

6.1 Flu Shots - The shots will be administered at the District Headquarters on Thursday, October 26th at 7:30 a.m.

Matt Everett

6.2 WASWD Fall Conference (September 26-29, 2017) – Commissioners' Fultz, Johnson, Koester and Quong-Vermeire plan to attend the conference.

6.3 Vacation – Matt informed the Board that he will be taking vacation next week (8/22/17-8/25/17) and will not be attending the Board Workshop.

6.4 HWD Property – 17461 Ambaum Blvd S, Burien, WA – The District was notified by adjacent property owners at Wellington Place Apartments that homeless people are living on the District's property and are vandalizing tenants' property. Matt asked the Board for authorization to sign the City of Burien's Authorization Form to Enforce Criminal Trespass Law. Action Taken: Reference Item No. 5, Motion 17-8-16(1).

Todd Fultz

6.5 8/22/17 Board Workshop – Commissioner Fultz informed the Board and staff that he will not be attending the 8/22/17 Board meeting.



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There being no further business of the District, President Fultz concluded the meeting at 9:25 a.m.

BOARD OF COMMISSIONERS

Todd Fultz, President

Todd Fultz

Daniel Johnson, Secretary

Vince Koester

Vince Koester, Commissioner

George London

George London, Commissioner

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, Commissioner