



Highline Water District Regular Board Meeting Minutes September 5, 2018

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	CONSULTANTS HWD ATTORNEY(S) John Milne, Insee Best	

1. CALL TO ORDER

President Johnson 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 28, 2018 Board Workshop			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	09/06/18	22987 - 23008	\$ 48,154.76
Construction	09-075-3030	09/06/18	902145 - 902147	\$ 15,305.13
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	08/24/18	09/05/18	\$ 28,938.22
Direct Deposit – Payroll	09-075-0010	08/24/18	08/31/18	\$ 79,412.68
Dept of Retirement	09-075-0010	08/24/18	09/14/18	\$ 21,465.72
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions were presented.

Motion 18-9-5(1) duly made and seconded authorizing the District to continue with the current medical and dental insurance plan methodology to pay all premiums except for the highest cost plan. After discussion, the motion carried unanimously. Reference Item 6.5.

6 STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

6.1 Records Management Program – The request for proposals has been sent for the records management system software. The proposals are due on September 10, 2018.



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6 STAFF/COMMISSIONERS/ATTORNEY

Matt Everett

- 6.2 King County Rental Fee – The King County Superior Court ruled that King County cannot charge water and sewer districts rent for the use of county roads and rights-of-way. King County has until October 4, 2018 to appeal the decision.
- 6.3 Federal Way Lawsuit (Opposition to Ordinance 18-847 Excise Tax) – A continuance of the 9/21/18 hearing was granted and the hearing will now be held on October 19, 2018.
- 6.4 2019 HWD Medical Insurance Premium Contributions - Matt informed the Board of an average increase in premiums of 1.14% for 2019. Matt asked the Board for their consideration to authorize continuing with the current policy to pay all premiums except for the highest cost plan. After discussion, the Commissioners were in agreement to continue with the current medical and dental insurance plan methodology for 2019. Action Taken: Reference Motion 18-9-5(1).
- 6.5 General Manager Contract Extension – The Board of Commissioners acknowledged Matt's desire to extend his employment agreement beyond its expiration date. The Board's intent is to extend the agreement beyond the current end date of 12/31/18. A new contract will be presented at a future Board meeting.
- 6.6 10/15/18 Special Board Meeting (11:00 am to 1:00 pm) - The purpose of the meeting is to hold a joint legislative reception with Midway Sewer District to provide the 33rd District representatives an overview of each Districts' operations and services provided.

Kathleen Quong-Vermeire

- 6.7 Normandy Park Budget Advisory Committee – Kathleen is on the advisory committee and asked for a clarification on a budget line item regarding Highline's payment to the City for paving on a water main replacement project.

Todd Fultz

- 6.8 10/17/18 and 10/23/18 Board Meetings – Todd informed the Board and staff that he will not be attending the meetings.



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

BOARD OF COMMISSIONERS

Daniel Johnson, President

Kathleen Quong-Vermeire, Secretary

Todd Fultz, Commissioner

Vince Koester, Commissioner

George Landon, Commissioner