



Highline Water District Regular Board Meeting Minutes February 20, 2019

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 Quong-Vermeire 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:	February 6, 2019				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	02/14/19	23571 - 23571	\$ 7,220.58	
Maintenance	09-075-0010	02/21/19	23572 - 23615	\$ 519,010.23	
Construction	09-075-3030	02/21/19	902191 - 902196	\$ 922,346.25	
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	02/08/19	02/20/19	\$ 29,218.32	
Direct Deposit – Payroll	09-075-0010	02/08/19	02/15/19	\$ 77,996.81	
Dept of Retirement	09-075-0010	02/08/19	03/15/19	\$ 22,418.09	
Dept of Retirement - Deferred Compensation	09-075-0010	02/08/19	02/15/19	\$ 3,593.50	
Health Equity (KC-BEN96)	09-075-0010	02/08/19	02/15/19	\$ 274.99	
Health Equity (KC-BEN105)	09-075-0010	02/08/19	02/15/19	\$ 128.82	
Health Equity (KC-GEN238)	09-075-0010	02/08/19	02/15/19	\$ 37.21	
HRA VEBA (KC-BEN60)	09-075-0010	02/08/19	02/15/19	\$ 4,995.39	
Payroll Tax	09-075-0010	02/08/19	02/20/19	\$ 29,218.32	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

Customer Dick Swaab attended the meeting but did not address the Board.

5. RESOLUTIONS/MOTIONS

Motion 19-2-20(1) duly made and seconded authorizing Consent to Representation – Waiver of Conflict with Inslee Best’s representation of the City of Burien for a special project unrelated to Inslee Best’s representation of Highline and other Districts for a franchise with the City. After discussion the motion carried unanimously.



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5. RESOLUTIONS/MOTIONS

Motion 19-2-20(2) duly made and seconded to cancel the 4/17/19 Regular Board meeting due to conflict with the WASWD Spring Conference and directing staff to schedule a Special Board Meeting to be held on Monday, April 15th at 9:00 AM. After discussion the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Project 18-2 International Blvd @ SR509 Road Improvements – WSDOT has assigned a new Project Manager for their SR509 project. The District will need to submit design concepts for 24th Ave S to Kent-Des Moines Rd to WSDOT by mid-April. The District's CIP scheduling may be affected to accommodate WSDOT fast-tracking this project. A resolution to authorize amending the District's contract with PACE to complete the additional design work will be presented to the Board at a future meeting. An interlocal agreement with WSDOT will also be required for this project. Staff will meet with WSDOT next week and will update the Board when more information is available.

Matt Everett

6.2 Burien Franchise – A draft franchise agreement was sent to the City of Burien this week for their review and comments.

Todd Fultz

6.3 3/6/19 Board Meeting – Commissioner Fultz informed the Board and staff that he will not be attending the meeting.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:40 a.m.

BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner