



Highline Water District Board Workshop Meeting Minutes April 23, 2019

ATTENDEES		(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)
Todd Fultz	Matt Everett, General Manager	
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS
Vince Koester	Debra Prior, Administrative Manager	
George Landon	Mary Fossos, Project Coordinator, CIPs	GUESTS
Kathleen Quong-Vermeire	Sandi DeChon, Accounting Supervisor	

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:	April 15, 2019				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	04/25/19	23799 - 23823	\$ 30,007.56	
Construction	09-075-3030	04/25/19	902214 - 902216	\$ 18,468.60	
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Dept of Revenue – B&O Tax	09-075-0010	03/31/19	04/25/19	\$ 83,073.44	
Dept of Licensing – Dyed Diesel Fuel User Tax	09-075-0010	03/31/19	04/08/19	\$ 328.17	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Motion 19-4-23(1) duly made and seconded accepting Petersen North Corporation's (Pete's Towing) request to terminate their site lease agreement at the Mansion Hill Tank Site with the provision per the lease agreement dated 2/25/97, to remove their equipment and restore the Site to the condition existing on the Commencement Date (4/1/97), except for ordinary wear and tear. After discussion the motion carried unanimously.

6. 1ST QUARTER 2019 FINANCIAL STATEMENTS

Sandi reviewed and discussed with the Board the Statement(s) of Net Position; Revenues, Expenses and Changes in Net Position; and the Sources and Applications of Funds (Budget vs. Actual).



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7. SITE LEASE TERMINATION REQUEST – PETERSEN NORTHWEST CORP (PETE’S TOWING)

Action Taken: Reference Item No. 5 - Motion 19-4-23(1)

8. VALVE WATER REPAIR/CUSTOMER SERVICE

The District received an email from Laura & Barry Collier to thank the crew for their hard work and great customer service.

9. MANSION HILL 0.25 MG ELEVATED TANK DEMOLITION

A video of the demolition was viewed at the meeting.

10. OTHER

Jeremy DelMar

T-Mobile West LLC Proposed Communications Site Use Lease Agreement at Mansion Hill – The District has been working with T-Mobile to renegotiate the existing site lease agreement. A public hearing will be held at the 5/15/19 regular Board meeting to give the public an opportunity to comment on the proposed site lease. The Board will then consider approval.

Kathleen Quong-Vermeire

5/1/19 Board Meeting – Kathleen informed the Board and staff that she will not be attending the meeting.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:29 a.m.

BOARD OF COMMISSIONERS

Kathleen Quong-Vermeire, President



Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner