



**Highline Water District  
Regular Board Meeting Minutes  
May 15, 2019**

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>	
Todd Fultz	Matt Everett, General Manager		
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	<b>CONSULTANTS</b>	
Vince Koester	Debra Prior, Administrative Manager		
George Landon	Mary Fossos, Project Coordinator, CIPs	<b>GUESTS</b>	
Kathleen Quong-Vermeire	<del>Logan Wallace, Sr. Project Engineer</del>		

**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.

<b>Minutes:</b>	May 1, 2019			
<b>WARRANTS</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	05/16/19	23845 - 23898	\$ 723,754.20
Construction	09-075-3030	05/16/19	902221 - 902226	\$ 134,598.98
<b>ELECTRONIC FUNDS TRANSFERS</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	05/03/19	05/15/19	\$ 30,935.34
Direct Deposit – Payroll	09-075-0010	05/03/19	05/10/19	\$ 83,453.04
Dept of Retirement - Deferred Compensation	09-075-0010	05/03/19	05/10/19	\$ 3,858.50
Health Equity (KC-BEN96)	09-075-0010	05/03/19	05/10/19	\$ 274.99
Health Equity (KC-BEN105)	09-075-0010	05/03/19	05/10/19	\$ 128.82
Health Equity (KC-GEN238)	09-075-0010	05/03/19	05/10/19	\$ 37.21
HRA VEBA (KC-BEN60)	09-075-0010	05/03/19	05/10/19	\$ 5,045.39
<b>CONSENT AGENDA RESOLUTIONS</b>				
Item #	Resolution #	Description		
None				

**3A. PUBLIC HEARING PER RCW 57.08.120**

Proposed Communications Site Use and License Agreement with T-Mobile West LLC  
(Mansion Hill Site - 21420 31st Ave S, SeaTac, WA)

President Quong-Vermeire opened the public hearing at 9:04 a.m. No members of the public attended the hearing. After discussion, President Quong-Vermeire closed the public hearing at 9:09 a.m. and reconvened the regular portion of the open public meeting.

**4. PUBLIC INPUT**

No members of the public attended the meeting.



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### 5. RESOLUTIONS/MOTIONS

Resolution 19-5-15A accepting Developer Extension As Complete (Des Moines Creek–North). This resolution was approved under the Consent Agenda.

Resolution 19-5-15B accepting Developer Extension As Complete (Kent Self Storage). This resolution was approved under the Consent Agenda.

Resolution 19-5-15C authorizing Communications Site Use and License Agreement by and between Highline Water District and T-Mobile West LLC (Mansion Hill Site). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-5-15D authorizing Developer Extension Agreement (Tukwila Fire Station #51). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-5-15E authorizing Amendment #2 with PACE Engineers, Inc., (Contract #18-60-15) for Project 18-2 International Blvd at SR-509 Road Improvements. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-5-15F authorizing Amendment No. 1 to Site Lease Agreement with New Cingular Wireless PCs, LLC (Mansion Hill Tank Site). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-5-15G authorizing Business Fixture Relocation Agreement, Phase 2 (Mansion Hill Water Tank). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-5-15H authorizing the General Manager to enter into agreement with the State of Washington Department of Ecology Voluntary Cleanup Program. Motion duly made and seconded. After discussion, the motion carried unanimously.

### 6. STAFF/COMMISSIONERS/ATTORNEY

#### Jeremy DelMar

6.1 Lakehaven Water & Sewer District Board of Commissioners Election – Jeremy informed the Board of his intention to run for a Commissioner position at Lakehaven Water & Sewer District. The Board had no exceptions to his running for Commissioner and wished him well in his endeavor.

#### Matt Everett

6.2 Retrospective Rating Refund from WASWD – Matt attended the WASWD Retrospective Committee Meeting on 5/7/18. The 40 participating entities will each receive a portion of the \$397,807.00 refund. The District's portion will be approximately \$16,000.

6.3 SPU Partial Services Contract – Per the District's contract with SPU, there is a provision to renegotiate terms. A meeting with SPU is scheduled for Thursday, May 23rd at the District office to discuss the contract update and other topics of mutual interest.

6.4 Vacation – Matt will on vacation the week of May 27th and will not be attending the 5/28/19 Board Workshop.



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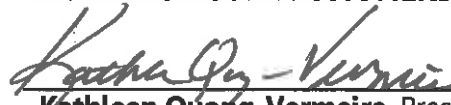
**6. STAFF/COMMISSIONERS/ATTORNEY**

**Kathleen Quong-Vermeire**

- 6.5 City of Normandy Park – Kathleen informed the Board and staff that the City of Normandy Park now has operating radios for emergencies.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:56 a.m.

**BOARD OF COMMISSIONERS**



**Kathleen Quong-Vermeire**, President

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**Vince Koester**, Secretary

  
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**Todd Fultz**, Commissioner

  
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**Daniel Johnson**, Commissioner

  
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**George Landon**, Commissioner