



Highline Water District Regular Board Meeting Minutes June 19, 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			

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:	June 5, 2019				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	06/07/19	23949 - 23949		\$ 4,980.97
Maintenance	09-075-0010	06/20/19	239251 - 24007		\$ 1,176,303.49
Construction	09-075-3030	06/20/19	902231 - 902234		\$ 507,745.53
Maintenance - Payroll	09-075-0010	06/07/19	302634 - 302635		\$ 1,731.14
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Payroll Tax	09-075-0010	05/31/19	06/12/19	\$ 30,630.85	
Direct Deposit – Payroll	09-075-0010	05/31/19	06/07/19	\$ 81,949.47	
Dept of Retirement - Deferred Compensation	09-075-0010	05/31/19	06/07/19	\$ 3,858.50	
Health Equity (KC-BEN96)	09-075-0010	05/31/19	06/07/19	\$ 274.99	
Health Equity (KC-BEN105)	09-075-0010	05/31/19	06/07/19	\$ 128.82	
Health Equity (KC-GEN238)	09-075-0010	05/31/19	06/07/19	\$ 37.21	
HRA VEBA (KC-BEN60)	09-075-0010	05/31/19	06/07/19	\$ 5,020.39	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 19-6-19A authorizing Change Order No. 1 to HWD Contract #19-70-12 with Reed Trucking & Excavating, Inc. for Project 19-3 SR-516/SR-99 & 9th Pl S Water Main Replacement. Motion duly made and seconded. After discussion, the motion carried unanimously.



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5. RESOLUTIONS/MOTIONS

Resolution 19-6-19B authorizing the purchase of a temporary construction easement and a permanent utility easement with Piramco Sea-Tac, Inc. relating to Project 18-2 International Blvd at SR509 Road Improvements. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-6-19C declaring an emergency pursuant to RCW 39.04.280(1)(e), waiving the competitive bidding requirements of RCW 57.08.050, and authorizing and directing the district manager or designee to negotiate, approve, and execute the necessary contracts on the district's behalf to perform emergency relocation and replacement work along International Blvd South and SR509 in the City of SeaTac. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-6-19D commending employee (Debbie Prior) for twenty-five years of service with the District. Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 19-6-19(1) duly made and seconded authorizing the General Manager to waive a final bill fee of \$25.00 requested by customer Dean Stevens. After discussion, the motion carried unanimously.

District staff will review the current Final Bill policy pertaining to Senior/Disabled customers.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Water Infrastructure Act of 2018 (AWIA) – Jeremy informed the Board that the AWIA requires community water systems that serve more than 3,300 people complete a Response and Risk and Resilience Assessment by 12/31/20 and develop or update an emergency response plan by 6/30/21. Jeremy recommended that the District hire a consultant to assist the District.

Matt Everett

6.2 Customer Request to Waive Final Bill Fee – Matt received an email from customer Dean Stevens. Mr. Stevens requested the District waive the \$25.00 fee. Action Taken: Reference Item 5, Motion 19-6-19(1).

Kathleen Quong-Vermeire


6.3 AWWA Annual Conference & Exposition – Denver, CO – Kathleen attended the conference and went on a tour of the Aurora Water Prairie Waters Project which supplies the South Platte River's water to the City of Aurora.



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There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:38 a.m.

BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner