



Highline Water District Board Workshop Meeting Minutes January 28, 2020

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS Polly Daigle Todd Fultz Daniel Johnson Vince Koester Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DeMar, Engr./Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs Sandi DeChon, Accounting Supervisor	HWD ATTORNEY(S) Eric Frimodt, Inslee Best CONSULTANTS VISITORS	

1. CALL TO ORDER

President Koester 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:	January 15, 2020			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	01/30/20	24730 - 24771	\$ 365,317.99
Construction	09-075-3030	01/30/20	902325 - 902328	\$ 29,443.76
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	01/10/20	01/22/20	\$ 29,226.28
Direct Deposit – Payroll	09-075-0010	01/10/20	01/17/20	\$ 76,130.49
Dept of Retirement	09-075-0010	01/10/20	01/21/20	\$ 23,183.80
Dept of Retirement - Deferred Compensation	09-075-0010	01/10/20	01/17/20	\$ 3,150.00
Health Equity (KC-BEN96)	09-075-0010	01/10/20	01/17/20	\$ 279.16
Health Equity (KC-BEN105)	09-075-0010	01/10/20	01/17/20	\$ 124.52
HRA VEBA (KC-BEN60)	09-075-0010	01/10/20	01/17/20	\$ 4,061.64
Dept of Licensing–Dyed Diesel Fuel User Tax	09-075-0010	12/31/19	01/14/20	\$ 270.60
Dept of Revenue – B&O Tax	09-075-0010	12/31/19	01/27/20	\$ 53,879.33
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-1-28A authorizing a settlement agreement between Highline Water District and Reed Trucking & Excavating, Inc. relating to Project 19-3 SR 516/SR 99 & 9th Pl S Water Main Replacement. Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 20-1-28(1) duly made and seconded authorizing Amendment No. 4 to Inslee Best Doezie & Ryder’s agreement dated 1/23/17 for additional legal services in the amount of \$7,500.00 relating to the King County Franchise Ordinance 18403. After discussion, the motion carried unanimously.



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6. OTHER

Sandi DeChon

6.1 SSB 5975 Paid Family & Medical Leave - Sandi informed the Board that they are required to list the hours worked on their timesheets.

Matt Everett

6.2 Lakehaven Utility District Intertie Feasibility Study - Matt informed the Board that the District Engineer will present a resolution at the 2/5/20 Board meeting to authorize a consultant services agreement with Carollo Engineers for the study.

6.3 HB 2588 Special Purpose District Reform Legislation - The Washington Association of Sewer and Water Districts are requesting members contact their respective legislator to express opposition to the bill that would impose restrictive requirements on special purpose districts not required of other governments in Title 42.

7. EXECUTIVE SESSION - PENDING LITIGATION (RCW 42.30.110(I))


At 9:15 a.m., President Koester convened an executive session to discuss pending litigation pursuant to RCW 42.30.110(1)(i). Commissioners' Daigle, Fultz, Johnson, Koester, Quong-Vermiere and General Manager Matt Everett attended the executive session. Attorney Eric Frimodt from Inslee Best was present to discuss legal matters. The announced duration of the executive session was 20 minutes. At 9:35 a.m., the executive session was extended for an additional 5 minutes and announced by General Manager Matt Everett. The executive session concluded at 9:40 a.m. Action Taken: Reference Item No. 5, Motion 19-1-28(1).

There being no further business of the District, President Koester concluded the meeting at 9:45 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Daigle, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermiere, Commissioner