



**Highline Water District  
Special Board Meeting Minutes  
March 16, 2020**

<b>ATTENDEES</b>		
(Strikeouts indicate absence)		
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>
Polly Daigle	Matt Everett, General Manager	
Todd Fultz	Jeremy DelMar, Engr./Operations Mgr.	<b>CONSULTANTS</b>
Daniel Johnson	Debra Prior, Administrative Manager	
Vince Koester	<del>Mary Fossos, Project Coordinator, CIPs</del>	<b>VISITORS</b>
Kathleen Quong-Vermeire (via phone)		

**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. CORONAVIRUS, COVID-19 DISCUSSION**

The General Manager requested a Declaration of Emergency relating to the Coronavirus, COVID-19. Discussion ensued. Action Taken: Reference Item 4, Resolution 20-3-16A.

**4. RESOLUTIONS/MOTIONS**

Resolution 20-3-16A declaring an emergency relating to the COVID-19 virus so appropriate measures may be taken as determined by the District to protect health, safety and welfare of the District's customers, employees and the general public residing within the areas served by the District. Motion duly made and seconded. After discussion the motion carried unanimously.

There being no further business of the District, President Koester concluded the meeting at 9:22 a.m.

**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Vince Koester, President

  
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Todd Fultz, Secretary

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Polly Daigle, Commissioner

  
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Daniel Johnson, Commissioner

  
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Kathleen Quong-Vermeire, Commissioner