



**Highline Water District
Regular Board Meeting Minutes
June 3, 2020**

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

1. CALL TO ORDER

President Koester called the meeting to order at 9:05 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:	May 26, 2020			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	06/03/2020	25155 - 25169	\$ 49,905.41
Construction	09-075-3030	06/03/2020	902371 - 902373	\$ 420,872.51
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions were presented at the meeting.

Motion 20-6-3(1) duly made and seconded authorizing extending medical insurance through August 2020 for a long-term employee with serious health issue. After discussion, the motion carried unanimously. Reference Item 6.3.

6. OTHER

Debbie Prior

6.1 Annual Report - The annual report was filed with the state auditor and the Commissioners were emailed a copy of the report.

6.2 1st Quarter Financials - Debbie will send a draft copy to the Board this week.

Matt Everett

6.3 Extending Medical Insurance - Matt asked the Board to consider extending medical insurance for an employee with a serious health issue through August 2020. Action Taken: Reference Item 5 - Motion 20-6-3(1).



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6. OTHER

6.4 COVID-19 Governor's Extended Proclamations - Discussed extending proclamations by the Governor. Proclamation 20-23-4 extends suspending disconnection of utilities for nonpayment, waiving late fees, working with affected utility customers to establish payment arrangements, and improving access to energy assistance for affected customers through July 28, 2020. The District is also required to develop COVID-19 Customer Support Programs for posting on its website by July 10, 2020.

Dan Johnson

6.5 WASWD Spring Webinar Series - Commissioner Johnson recommended to the Board to sign up for the webinars. The sessions comprise the content of the cancelled 2020 Spring Conference & Trade Show.

There being no further business of the District, President Koester concluded the meeting at 9:19 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



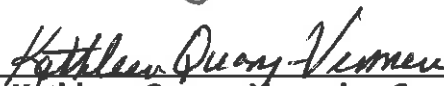
Todd Fultz, Secretary



Polly Daigle, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner