



Highline Water District Regular Board Meeting Minutes April 15, 2020

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

1. CALL TO ORDER

President Koester called the meeting to order at 9:13 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:	April 1, 2020			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/15/2020	24993 - 25020	\$ 379,533.73
Construction	09-075-3030	04/15/2020	902353 - 902354	\$ 9,095.50
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	04/03/2020	04/15/2020	\$ 30,700.88
Direct Deposit – Payroll	09-075-0010	04/03/2020	04/10/2020	\$ 81,671.98
Dept of Retirement	09-075-0010	04/03/2020	04/13/2020	\$ 23,715.84
Dept of Retirement - Deferred Compensation	09-075-0010	04/03/2020	04/10/2020	\$ 3,275.00
Health Equity (KC-BEN96)	09-075-0010	04/03/2020	04/10/2020	\$ 279.16
Health Equity (KC-BEN105)	09-075-0010	04/03/2020	04/10/2020	\$ 124.52
HRA VEBA (KC-BEN60)	09-075-0010	04/03/2020	04/10/2020	\$ 4,061.64
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-4-15A awarding construction contract #20-70-08 to McClure & Sons, Inc. for Project 16-2 George Landon Pump Station No. 8 and Project 16-6 Mansion Hill Pump Station No. 9. Motion duly made and seconded. After discussion the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DeMar

- 6.1 Project 16-2 PS No. 8 and Project 16-6 PS No. 9 - Two resolutions for amendments to RH2 Engineering's consultant contract #16-60-19 for construction administration services will be presented at a future Board meeting. The first amendment is for Project 16-2 for approximately \$260,000 and the second amendment for Project 16-6 is approximately \$214,000 which will be reimbursed by Sound Transit.
- 6.2 Project 16-3 Mansion Hill Reservoir Relocation - T Bailey is making the last two connections to the District's 30" transmission main. The reservoir interior painting is done, and the exterior of the reservoir is getting the final coat. Restoration of the site will be done next and the project is scheduled to be completed late-May.

Matt Everett


- 6.3 4/13/20-Seattle Operating Board Special Meeting (Teleconference) - Discussed rates and components of wholesale water rates. Next year Seattle may keep the rates the same or lower. Seattle discussed waiting for COVID-19 pandemic to be resolved before presenting a 3-year rate plan.
- 6.4 4/13/20-WASWD Special Meeting (Teleconference) - Matt participated in the teleconference along with other water/sewer district managers and a representative from the governor's office. Governor Inslee will enact a law that will not allow water shut-offs or late charges for single family residential during the COVID-19 pandemic. The law will be in effect through 5/4/20.

Daniel Johnson


- 6.5 District Issued Tablet - Commissioner Johnson informed staff that his District ipad is not working. Dan's tablet will be replaced.

There being no further business of the District, President Koester concluded the meeting at 9:35 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Dangle, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner