



Highline Water District Regular Board Meeting Minutes September 2, 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, Finance/Administrative Mgr.		
Vince Koester-Remote	Anne Paige, New Finance/Administrative Mgr.	VISITORS	
Kathleen Quong-Vermeire - Remote	Mary Fossos, Project Coordinator, CIPs		

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:	August 25, 2020			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	09/02/2020	25474 - 25498	\$ 32,663.29
Maintenance	09-075-0010	09/09/2020	25499 - 25499	\$ 3,232.86
Construction	09-075-3030	09/02/2020	902409 - 902412	\$ 11,937.77
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	08/21/2020	09/02/2020	\$ 28,693.17
Direct Deposit – Payroll	09-075-0010	08/21/2020	08/28/2020	\$ 76,488.09
Dept of Retirement	09-075-0010	08/21/2020	08/31/2020	\$ 22,886.55
Dept of Retirement - Deferred Compensation	09-075-0010	08/21/2020	08/28/2020	\$ 3,335.00
Health Equity (KC-BEN96)	09-075-0010	08/21/2020	08/28/2020	\$ 279.16
Health Equity (KC-BEN105)	09-075-0010	08/21/2020	08/28/2020	\$ 124.52
HRA VEBA (KC-BEN60)	09-075-0010	08/21/2020	08/28/2020	\$ 5,263.30
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-9-2A authorizing the General Manager or designee to execute Task Order No. 4 between Sound Transit and Highline Water District for relocation of the existing water mains in conflict with the SR99 Bridge Construction associated with the Federal Way Link Extension Project. Motion duly made and seconded. After discussion the motion carried unanimously.



**Highline Water District
Regular Board Meeting Minutes
September 2, 2020**

6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

6.1 U.S. Bank Authorization - Debbie asked Vince to sign the U.S. Bank signature form to remove her authorization and add Anne Paige.

Matt Everett

6.2 Communications Site Use and License Agreement - The District will hold a public hearing at the 9/16/20 Board meeting for a proposed site lease with New Cingular Wireless PCS, LLC (AT&T) at the District's McMicken Tank Site.

6.3 WASWD Virtual 2020 Fall Conference & Trade Show (9/16/20-9/18/20) - Matt requested the Commissioners contract Greg Wilson for registration if they want to participate in the conference.

6.4 WASWD Manager Representative - At the 08/31/20 General Managers meeting, Cynthia Lamothe, General Manager of Skyway Water & Sewer District, was elected as the Managers Representative on the WASWD Board.

There being no further business of the District, President Koester concluded the meeting at 9:09 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Dingle, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner