



## Highline Water District Regular Board Meeting Minutes April 7, 2021

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b> Polly Daigle - remote Todd Fultz - remote Daniel Johnson - remote Vince Koester Kathleen Quong-Vermeire - remote	<b>HWD STAFF</b> Matt Everett, General Manager <del>Jeremy DeMar, Engineering and Operations Manager</del> Anne Paige, Finance/Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b>  <b>CONSULTANTS</b>  <b>GUESTS</b>	

**1. CALL TO ORDER**

President Fultz 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.

<b>Minutes:</b> March 23, 2021				
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/07/2021	26216 - 26245	\$ 211,662.78
Construction	09-075-3030	04/07/2021	902474 - 902481	\$ 92,533.51
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	03/19/2021	03/31/2021	\$ 31,996.13
Direct Deposit – Payroll	09-075-0010	03/19/2021	03/26/2021	\$ 80,898.72
Dept of Retirement	09-075-0010	03/19/2021	03/29/2021	\$ 25,297.40
Dept of Retirement - Deferred Compensation	09-075-0010	03/19/2021	03/26/2021	\$ 5,375.50
Health Equity (KC-BEN96)	09-075-0010	03/19/2021	03/26/2021	\$ 278.12
Health Equity (KC-BEN105)	09-075-0010	03/19/2021	03/26/2021	\$ 127.03
HRA VEBA (KC-BEN60)	09-075-0010	03/19/2021	03/26/2021	\$ 8,217.80
Department of Revenue – B&O Taxes	09-075-0010	02/28/2021	03/25/2021	\$ 46,684.80
Dept of Labor & Industries	09-075-0010	03/31/2021	04/27/2021	\$ 6,979.98
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

**4. PUBLIC INPUT**

No members of the public attended the meeting remotely.

**5. RESOLUTIONS/MOTIONS**

No resolutions or motions were presented at the meeting.



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**6. STAFF/COMMISSIONERS/ATTORNEY**

**Anne Paige**

- 6.1 1st Quarter Financials – Working on the 1st Quarter Financial Statements which will be presented for discussion at the 4/27/21 Board Workshop.

**Matt Everett**

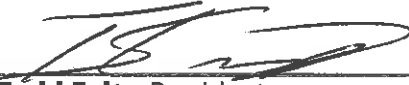
- 6.2 Project 16-2 George Landon Pump Station #8 – The contractor is working on pipe work at S 160th St & 42nd Ave S. The work requires the contractor to tap into the 24" transmission main. For the two weeks or so this work is being done, the fire flow will be capped at 4,000 gpm.
- 6.3 Staff Update – Jeremy Delmar, Engineering and Operations Manager, has been promoted to Assistant General Manager, effective 4/1/21. The 2021 Budget includes hiring an Operations Manager sometime this summer.
- 6.4 Seattle-Partial Requirements Contract with HWD – Matt attended remotely the Wholesale Contract Workshop #2 yesterday. Discussion included proposed contract amendments and clarifying responsibilities of water quality and conservation between SPU and purveyors. Matt asked SPU to include language in the updated contract requiring SPU's assistance if a wholesale water agency has positive bacteria or E.coli test.
- 6.5 Project 20-1 Military Road Loop Water Main Replacement – The District declared this project an emergency and the District's field crews installed the main. This main replacement was the largest project the District's field crews have done and they did a great job.

**Polly Daigle**


- 6.6 Delinquent Accounts Update? – Matt responded that some customers have paid the delinquent amount owed and others have made payment arrangements. Matt will give updates at future Board meetings.

There being no further business of the District, President Fultz concluded the meeting at 9:12 a.m.

**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
**Todd Fultz**, President

  
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**Polly Daigle**, Secretary

  
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**Daniel Johnson**, Commissioner

  
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**Vince Koester**, Commissioner

  
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**Kathleen Quong-Vermeire**, Commissioner