



Highline Water District Regular Board Meeting Minutes April 21, 2021

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

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.

Minutes:	April 7, 2021				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	04/14/2021	26246 - 26248	\$	13,055.70
Construction	09-075-3030	04/14/2021	902482 - 902482	\$	221.33
Maintenance	09-075-0010	04/21/2021	26249 - 26300	\$	387,227.93
Construction	09-075-3030	04/21/2021	902483 - 902497	\$	1,323,834.35
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	04/02/2021	04/14/2021	\$	33,237.43
Direct Deposit – Payroll	09-075-0010	04/02/2021	04/09/2021	\$	85,031.32
Dept of Retirement	09-075-0010	04/02/2021	04/12/2021	\$	25,486.70
Dept of Retirement- Deferred Compensation	09-075-0010	04/02/2021	04/09/2021	\$	5,375.50
Health Equity (KC-BEN96)	09-075-0010	04/02/2021	04/09/2021	\$	278.12
Health Equity (KC-BEN105)	09-075-0010	04/02/2021	04/09/2021	\$	127.03
HRA VEBA (KC-BEN60)	09-075-0010	04/02/2021	04/09/2021	\$	8,566.88
Dept of Licensing–Dyed Diesel Fuel User Tax	09-075-0010	03/31/2021	04/07/2021	\$	465.91
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members of the public attended the meeting remotely.



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5. RESOLUTIONS/MOTIONS

Resolution 21-4-21A authorizing developer extension agreement (Emerald Greens). Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 21-4-21(1) duly made and seconded authorizing payment of \$2,500 to King County Special Purpose Districts Growth Management Planning Council (GMPC) for participation of the 2021 staffing services. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Anne Paige

6.1 1st Quarter Financials – The financial statements will be emailed to the Commissioners this Friday for their review and will be presented for discussion at the 4/27/21 Board Workshop. Staff is also working on year-end statements.

Jeremy DelMar

6.2 Project 18-5 34th Ave S Water Main Replacement – An interlocal agreement with the City of SeaTac will be presented at a future Board meeting.

6.3 2020 Annual Report – A draft copy will be presented at the 4/27/21 Board Workshop for review and discussion.

6.4 Segale Land Development – Based on a recent article in the Kent Reporter, Segale Properties plans to develop the land for mixed-use purposes around Segale Business Park. The existing District's infrastructure has the capacity to support the planned development.

Matt Everett

6.5 Board Meeting Attendance – Matt informed the Board that other Districts are holding virtual meetings or mixed with the choice to attend in-person or continue virtually. The Board is in favor of continuing with mixed attendance until further notice.

6.6 2021 WASWD Spring Conference (Virtual) – Matt reported that the topics presented by the speakers were very informative.

6.7 Delinquent Accounts – Matt is working with WASWD and Washington State Legislators to allocate funds for utility bills for accounts in arrears. A letter will follow to customers if able to secure funds from the state. Commissioner Quong-Vermeire requested future updates. Matt will have Greg Wilson, Customer Service Supervisor, attend future Board meetings to give the status of the delinquent accounts.



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There being no further business of the District, President Fultz concluded the meeting at 9:23 a.m.

BOARD OF COMMISSIONERS

Todd Fultz, President

Polly Daigle, Secretary

Daniel Johnson, Commissioner

Vince Koester, Commissioner

Kathleen Quong-Vermeire, Commissioner