



## HIGHLINE WATER DISTRICT Regular Board Meeting Minutes September 1, 2021

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>Commissioners</b>	<b>HWD Staff</b>	<b>HWD Attorney(s)</b>	
Polly Daigle - remote	Matt Everett, General Manager		
Todd Fultz - remote	<del>Jeremy DeMar, Assistant General Manager</del>	<b>CONSULTANTS</b>	
Daniel Johnson - remote	Anne Paige, Finance/Administrative Manager		
Vince Koester	Phil Hite, Operations Manager	<b>GUESTS</b>	
Kathleen Quong-Vermeire	Mary Fossos, Project Coordinator, CIPs		

### 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> August 24, 2021				
<b>WARRANTS</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	09/01/2021	26712 - 26723	\$ 32,722.73
Construction	09-075-3030	09/01/2021	902561 - 902564	\$ 281,902.76
<b>ELECTRONIC FUNDS TRANSFERS</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	08/20/2021	08/27/2021	\$ 32,310.25
Direct Deposit – Payroll	09-075-0010	08/20/2021	08/27/2021	\$ 80,777.39
Dept of Retirement	09-075-0010	08/20/2021	08/30/2021	\$ 19,297.21
Dept of Retirement - Deferred Compensation	09-075-0010	08/20/2021	08/27/2021	\$ 5,630.50
Health Equity (KC-BEN96)	09-075-0010	08/20/2021	08/27/2021	\$ 111.62
Health Equity (KC-BEN105)	09-075-0010	08/20/2021	08/27/2021	\$ 127.03
HRA VEBA (KC-BEN60)	09-075-0010	08/20/2021	08/27/2021	\$ 9,501.83
<b>CONSENT AGENDA RESOLUTIONS</b>				
Item #	Resolution #	Description		
None				

### 4. PUBLIC INPUT

No members of the public attended the meeting in-person or virtually.

### 5. RESOLUTIONS/MOTIONS

Resolution 21-9-1A authorizing the General Manager or designee to execute a Purchase and Sale Agreement by and between Central Puget Sound Regional Transit Authority "Sound Transit" and Highline Water District "District" for real property at the District's headquarter. Motion duly made and seconded. After discussion the motion carried unanimously.



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**6. STAFF/COMMISSIONERS/ATTORNEY**

**Phil Hite**

6.1 Evergreen Rural Conference - Phil and Matt are attending the conference virtually this week.

**Matt Everett**

6.2 District COVID Update – Two employees have recovered from Covid and have returned to work. A third employee was vaccinated and contracted Covid and is quarantined at home.

6.3 WASWD General Managers Meeting (08/30/21) – Matt attended the meeting virtually. Discussion ensued with other sewer and water districts regarding COVID policies. Currently no districts are mandating vaccinations but strongly recommend employees get vaccinated.

**Kathleen Quong-Vermeire**

6.4 WASWD Fall Conference (09/15/21-09/17/21) - Kathleen will be attending the conference along with Commissioners' Johnson, Koester, and Fultz.

There being no further business of the District, President Fultz concluded the meeting at 9:08 a.m.

**BOARD OF COMMISSIONERS**

DocuSigned by:

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**Todd Fultz, President**

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**Polly Daigle, Secretary**

**Daniel Johnson, Commissioner**

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**Vince Koester, Commissioner**

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**Kathleen Quong-Vermeire, Commissioner**