



## HIGHLINE WATER DISTRICT Regular Board Meeting Minutes October 6, 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	Jeremy DelMar, Assistant General Manager	<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>	September 28, 2021			
<b>WARRANTS</b>				
<b>Fund Name</b>	<b>Fund No.</b>	<b>Warrant Date</b>	<b>Vouchers</b>	<b>AMOUNT</b>
Construction	09-075-3030	10/06/2021	902574 - 902575	\$ 5,799.57
Maintenance	09-075-0010	10/06/2021	26814 - 26826	\$ 42,018.66
<b>ELECTRONIC FUNDS TRANSFERS</b>				
<b>Description</b>	<b>Fund No.</b>	<b>Period Ending</b>	<b>EFT Transfer Date</b>	<b>Total Amount</b>
Dept of Labor & Industries Tax	09-075-0010	09/30/2021	10/27/2021	\$ 6,902.85
<b>CONSENT AGENDA RESOLUTIONS</b>				
<b>Item #</b>	<b>Resolution #</b>	<b>Description</b>		
None				

### 4. PUBLIC INPUT

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

### 5. RESOLUTIONS/MOTIONS

Resolution 21-10-6A authorizing an adjustment of 6% to pay schedules for non-represented and bargaining unit employees, effective October 2021. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 21-10-6B authorizing Amendment No. 8 to Contract No. 16-60-09 with RH2 Engineering, Inc. relating to Project 16-2 George Landon Pump Station No. 8. Motion duly made and seconded. After discussion the motion carried unanimously.



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**6. STAFF/COMMISSIONERS/ATTORNEY**

**Phil Hite**

6.1 Department of Health (DOH) Sanitary Survey of Group A Public Drinking Water Systems – The inspection of the District’s water system was completed last week by the DOH. In attendance for the District were Phil Hite, Jeremy DelMar, Jon Seibel, and Shane Heflen. The District is waiting for the report from the DOH.

**Matt Everett**

6.2 Washington State Moratorium Lift on Water Shutoffs, Late Fees, and Penalty Assessments (Effective 9/30/21) – Letters were mailed last week to customers with accounts in arrears to help set up payment plans and provide third-party references for assistance with payments.

6.3 Seattle Operating Board Meeting – 10/07/21 – Matt will attend the meeting remotely.

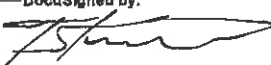
6.4 WASWD General Managers Meeting – 10/07/21 - Discuss the Washington State Moratorium lift on water shutoffs, late fees, and penalty assessments. Matt will attend the meeting remotely.

**Kathleen Quong-Vermeire**

6.5 Accessory Dwelling Unit (ADU) House Bill 2570 – Kathleen commented on the bill relating to managing growth by planning and zoning for ADU’s and would like further discussions on how it may impact the District.

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


**BOARD OF COMMISSIONERS**

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**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**