



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes May 18, 2022

ATTENDEES			(Strikeouts indicate absence)
Commissioners Polly Daigle - remote Todd Fultz - remote Daniel Johnson - remote Vince Koester Kathleen Quong-Vermeire	HWD Staff Matt Everett, General Manager Jeremy DelMar, Assistant General Manager Anne Paige, Finance/Administrative Manager Tim Osborne, Engineering Manager Phil Hite, Operations Manager - Remote Mary Fossos, Project Coordinator, CIPs Carryn Frye, Senior Accounting Specialist	HWD Attorney(s) CONSULTANTS GUESTS	

1. CALL TO ORDER

President Daigle 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:	May 4, 2022			
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	05/11/2022	27564 - 27566	\$ 10,127.05
Maintenance	09-075-0010	05/18/2022	27567 - 27630	\$ 380,884.02
Construction	09-075-3030	05/18/2022	902643 - 902646	\$ 6,396.72
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	04/29/2022	05/11/2022	\$ 35,369.10
Direct Deposit – Payroll	09-075-0010	04/29/2022	05/06/2022	\$ 87,568.63
Dept of Retirement	09-075-0010	04/29/2022	05/06/2022	\$ 21,351.70
Dept of Retirement - Deferred Compensation	09-075-0010	04/29/2022	05/06/2022	\$ 7,603.00
Health Equity (KC-BEN105)	09-075-0010	04/29/2022	05/06/2022	\$ 133.69
HRA VEBA (KC-BEN60)	09-075-0010	04/29/2022	05/06/2022	\$ 9,615.16
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting in person or remotely.



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5. RESOLUTIONS/MOTIONS

Resolution 22-5-18A authorizing Amendment No. 2 to Contract 21-60-07 with Evergreen Coating Engineers. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 22-5-18B terminating Resolution 20-10-21A for previously authorized developer extension agreement (Blueberry Lane III). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 22-5-18C authorizing developer extension agreement (Blueberry Lane III). Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- 6.1 City of SeaTac Franchise Negotiation – The City of SeaTac will provide the District a draft franchise agreement for review this week.
- 6.2 City of Tukwila Intertie Agreement – The parties are near tentative agreement for settlement of water provided to Tukwila through the intertie. The goal of being finalized by the end of June.
- 6.3 Open House – Matt Everett's retirement – The Board of Commissioner's set a date and time to hold a Special Meeting for an open house to celebrate Matt's retirement on 06/28/22 from 2-4 pm at the District Office. The Board workshop at 9:00 am is canceled and replaced with the Special Meeting.

Matt Everett

- 6.4 WASWD Government Relations Committee – Matt discussed his recommendation for proposed legislation of a 6% utility tax cap and defined revenue to be taxed by cities. The Board agreed with the proposal.
- 6.5 City of Burien Utility Tax – Matt discussed the City's proposal to increase utility tax from 8% to 10% effective 2023.
- 6.6 Jeremy DelMar Employment Contract – Matt will schedule an Executive Session with attorney, Eric Frimodt, at the June 1, 2022, meeting to discuss Jeremy's General Manager Employment Agreement with the Board.
- 6.7 Retrospective Rating Committee – Matt's last meeting on the committee will be 5/25/2022 and informed the Board of upcoming vacancy.



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Anne Paige

- 6.8 2021 Year End Financials – Anne discussed submitting the 2021 Financials to the Washington State Auditor’s Office next week. Anne will provide a copy to the Board and will discuss at the Board Workshop.
- 6.9 New Hire Sr. Accounting Specialist – Melodie Young started on 05/12/2022.

Kathleen Quong-Vermeire

- 6.10 Amateur Radio Club – Commissioner Quong-Vermeire thanked Jeremy for the tour of the tank sites on 5/10/22 for the Amateur Radio Club.

There being no further business of the District, President Daigle concluded the meeting at 9:26 a.m.

BOARD OF COMMISSIONERS

<p>DocuSigned by: <i>Polly Daigle</i> 7B00B6DD748D4ED</p> <hr/> <p>Polly Daigle, President</p>	<p>x</p> <hr/> <p>Yea</p>	<hr/> <p>Nay</p>	<hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Daniel Johnson</i> 6E7D4CD7088F4C7</p> <hr/> <p>Daniel Johnson, Secretary</p>	<p>x</p> <hr/> <p>Yea</p>	<hr/> <p>Nay</p>	<hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Todd Fultz</i> 8728D379E2E446D</p> <hr/> <p>Todd Fultz, Commissioner</p>	<p>x</p> <hr/> <p>Yea</p>	<hr/> <p>Nay</p>	<hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Vince Koester</i> 38CF3F3D2D7D400</p> <hr/> <p>Vince Koester, Commissioner</p>	<p>x</p> <hr/> <p>Yea</p>	<hr/> <p>Nay</p>	<hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Kathleen Quong-Vermeire</i> 48ECA32C4556410</p> <hr/> <p>Kathleen Quong-Vermeire, Commissioner</p>	<p>x</p> <hr/> <p>Yea</p>	<hr/> <p>Nay</p>	<hr/> <p>Abstain</p>