



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes August 3, 2022

ATTENDEES		(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)
Polly Daigle	Jeremy DelMar, General Manager	
Todd Fultz	Anne Paige, Finance/Administrative Manager	CONSULTANTS
Daniel Johnson	Tim Osborne, Engineering Manager	
Vince Koester	Phil Hite, Operations Manager	GUESTS
Kathleen Quong-Vermeire	Carryn Frye, EA/Contract Coordinator	

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:	July 26, 2022				
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	08/03/2022	27855 - 27874	\$ 50,227.00	
Construction	09-075-3030	08/03/2022	902663 - 902664	\$ 29,187.00	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
N/A					

4. PUBLIC INPUT

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

5. RESOLUTIONS/MOTIONS

Resolution 22-8-3A authorizing consultant services agreement #22-50-17 with RH2 Engineering, Inc. for engineering services for project SW22-2 Tyee Well PFAS Treatment Feasibility Study. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 22-8-3B authorizing consultant agreement #22-60-03 with BHC Consultants, LLC for professional engineering and surveying services relating to Project 22-2, Water Main Replacement – Huntington Park Phase I – Design. Motion duly made and seconded. After discussion, the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

- 6.1 Tyee Well PFAS Notice Update - Operations Manager Hite updated the Board on the status of the public notifications for the Tyee Well. Only one email response and no customer calls. About 50 letters were returned and reviewed by Customer Service for inaccuracies. Staff will research why letters were returned and send letters to new addresses if available. Discussion ensued by the Board. No action taken.

Anne Paige

- 6.2 Finance Department Updates - Administrative Manager Paige informed the Board that the RFP for new financial software should be out in September. The budget is in progress for next year. New staff member, Melodie Young, is doing well and is an asset to the District.

Jeremy DelMar

- 6.3 SPU Water Fund Financials - General Manager DelMar informed the Board that he received a copy of the Moss Adams External Audit of the SPU Wholesale Water Fund financials. He will provide the Board a copy via email for their information. The SPU Operating Board is proposing no rate increase for next year.
- 6.4 Cost-of-Living Adjustments (COLA) – General Manager DelMar informed the Board that the June 2022 CPI-W for Seattle-Tacoma-Bellevue is 9.5%. Historically, the June CPI-W has been the basis of the District's COLA. Upon initial survey of other Districts, many are recommending to their elected bodies the full amount for COLA. To ensure competitive wages, employee retention and to remain marketable for new employees, Management will recommend the full COLA amount during the development of the upcoming 2023 budget and explore ways to help mitigate the increase to future water rates.
- 6.5 Cyber Security Symposium – Operations Manager Hite will be attending the two-day workshop in September hosted by the Pacific Northwest National Laboratory and the Washington National Guard at Camp Murray. The purpose will be to discuss strategies and actions to improve incident response readiness.
- 6.6 SPU Purveyor Renegotiation Group – General Manager DelMar will be attending a meeting on Monday, 8-8-22 of purveyors to discuss issues and prepare counteroffers with SPU.



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There being no further business, President Daigle concluded the meeting at 9:40 a.m.

BOARD OF COMMISSIONERS

<p>DocuSigned by: <i>Polly Daigle</i> <small>7BD0B6DD748D3ED...</small> Polly Daigle, President</p>	<p>X</p> <hr/> <p>Yea</p>	<p></p> <hr/> <p>Nay</p>	<p></p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Daniel Johnson</i> <small>8E7D4CD7088F4C7...</small> Daniel Johnson, Secretary</p>	<p>X</p> <hr/> <p>Yea</p>	<p></p> <hr/> <p>Nay</p>	<p></p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Todd Fultz</i> <small>8728D379F2E446D...</small> Todd Fultz, Commissioner</p>	<p>X</p> <hr/> <p>Yea</p>	<p></p> <hr/> <p>Nay</p>	<p></p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Vince Koester</i> <small>382D4CB9A38F421...</small> Vince Koester, Commissioner</p>	<p>X</p> <hr/> <p>Yea</p>	<p></p> <hr/> <p>Nay</p>	<p></p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Kathleen Quong-Vermeire</i> <small>46FCA32C4556410...</small> Kathleen Quong-Vermeire, Commissioner</p>	<p>X</p> <hr/> <p>Yea</p>	<p></p> <hr/> <p>Nay</p>	<p></p> <hr/> <p>Abstain</p>