



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes September 21, 2022

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

1. CALL TO ORDER

President Daigle called the meeting to order at 9:01 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:	September 1, 2022 and September 7, 2022			
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	09/21/2022	27989 - 27992	\$ 77,285.10
Maintenance	09-075-0010	09/21/2022	27993 - 28048	\$ 195,133.34
Construction	09-075-3030	09/21/2022	902674 - 902675	\$ 319,164.00
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	09/02/2022	09/14/2022	\$ 34,583.41
Direct Deposit – Payroll	09-075-0010	09/02/2022	09/09/2022	\$ 84,778.70
Dept of Retirement	09-075-0010	09/02/2022	09/12/2022	\$ 20,024.92
Deferred Compensation	09-075-0010	09/02/2022	09/09/2022	\$ 5,224.50
HRA Veiba	09-075-0010	09/02/2022	09/09/2022	\$ 8,889.19
HSA – Health Equity	09-075-0010	09/02/2022	09/09/2022	\$ 133.69
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
3.1	22-9-21C	Resolution accepting as complete developer extension (Star Lake Elementary).		

4. PUBLIC INPUT

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



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5. RESOLUTIONS/MOTIONS

Resolution 22-9-21A accepting as complete contract #20-70-05 with KarVel Construction for Project 19-1 2019 AC Water Main Replacement Project. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 22-9-21B rescinding Resolution 20-3-16A, Emergency Declaration related to the Covid-19 Virus. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

- 6.1 Cybersecurity Summit - Operations Manager Hite informed the Board of the outcome of the Summit. The Strengthening American Cybersecurity Act has been in effect since March of 2022 and would usher in sweeping changes to the federal legal landscape relating to cybersecurity and cyber incident response. The Act would apply to entities in a critical infrastructure sector and includes water utilities. He will update the Board regarding any new Federal requirements for the District as they arise.
- 6.2 Stolen Vehicle Update - Hite informed the Board that an insurance claim has been filed with Enduris. An inventory specialist will be working with the District to sum up the damages and missing items.
- 6.3 Arrow Board Damage - Hite informed the Board that the District's arrow board was located at S 272nd St and was hit onsite and badly damaged. He will be filing an insurance claim with Enduris.
- 6.4 Site Leases - Hite updated the Board on leases. The District is still in negotiation with T-Mobile regarding the new lease agreement for the North Hill site. The increase will be approximately an additional \$15,000 per year. Sprint is in the process of decommissioning and removing their equipment from the North Hill site. The FAA will be terminating their lease at McMicken. They intend to donate their equipment to the Amateur Radio Club.

Commissioner Fultz left the remote meeting at 9:23 AM.

Tim Osborne

- 6.3 SW22-3 Emergency Water Main Replacement (S 272nd St.) Update - Engineering Manager Osborne informed the Board that potholing has been completed and work has begun. Working hours are from 4:00pm to 4:00am and one District inspector is onsite during those hours. Osborne and Logan Wallace met with KLB Construction Inc. and expect the work to be completed in several weeks with an anticipated cost of \$1.6 million.
- 6.4 22-3 SR 509 Phase II Watermain Replacement Update - Osborne informed the Board that the agreement is in process and the 30% design is complete.



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- 6.5 PFAS at Tyee Update – Osborne informed the Board that RH2 Engineers is preparing a draft report showing treatment options and anticipated cost. It should be ready by the end of the month. He will inform the Board of the outcome at a future date.

Jeremy DelMar

- 6.6 PFAS/Port of Seattle Meeting - General Manager DelMar and Engineering Manager Osborne attended a meeting with the Port of Seattle to discuss Tyee Well and Port operations. The parties would like to set up another meeting at the end of October after more information is gathered.
- 6.5 City of Tukwila – DelMar informed the Board that the City of Tukwila has prepared a draft franchise agreement for our review. The document is based on the HWD-Des Moines Franchise and a recent franchise negotiated between WD125 and Tukwila. The draft includes a 6% franchise fee based on rate revenue. Additional information to come.
- 6.6 Seattle Public Utilities (SPU) Letter – DelMar received a letter from SPU requesting an additional one-year extension to their contract negotiation. He will present it to the Board at a future meeting.

Vince Koester

- 6.7 Amateur Radio Club – Commissioner Koester inquired as to the status of the radio club. General Manager DelMar informed the Board that progress is being made but the work is being coordinated across multiple agencies. We have received an MOU from the radio club, but a lease will need to be prepared by our legal.



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There being no further business, President Daigle concluded the meeting at 9:58 a.m.

BOARD OF COMMISSIONERS

<p>DocuSigned by: <i>Polly Daigle</i> <small>7BD086DD748D4ED...</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>8E7D4CD7088F4G7...</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>