



## HIGHLINE WATER DISTRICT Regular Board Meeting Minutes October 19, 2022

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

### 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:		WARRANTS			
October 5, 2022		Fund Name	Fund No.	Scheduled Payment Date	Total Amount
		Maintenance	09-075-0010	10/12/2022	\$ 16,837.95
		Maintenance	09-075-0010	10/19/2022	\$ 179,034.60
		Construction	09-075-3030	10/19/2022	\$ 2,854.93
				ELECTRONIC FUNDS TRANSFER	
		Description	Fund No.	Period Ending	Total Amount
		Payroll Tax	09-075-0010	09/30/2022	\$ 33,090.84
		Direct Deposit – Payroll	09-075-0010	09/30/2022	\$ 83,370.29
		Dept of Retirement	09-075-0010	09/30/2022	\$ 20,359.96
		Deferred Compensation	09-075-0010	09/30/2022	\$ 5,074.50
		HRA Veba	09-075-0010	09/30/2022	\$ 9,239.19
		HSA – Health Equity	09-075-0010	09/30/2022	\$ 133.69
		Department of Revenue – B & O	09-075-0010	08/31/2022	\$ 77,764.64
		Department of L & I – L & I Taxes	09-075-0010	09/30/2022	\$ 7,388.43
		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 22-10-19A to terminate lease with FAA. Motion duly made and seconded. After discussion, the motion carried unanimously.

### 6. STAFF/COMMISSIONERS/ATTORNEY

#### Phil Hite

- 6.1 Arrow Board Damage Claim Update – Operations Manager Hite informed the Board that the Arrow Board damaged from a hit-and-run is a complete loss. Enduris will award the District \$19,455 to replace it.
- 6.2 FAA/Amateur Radio Club Site Lease (McMicken) - Hite updated the Board that the FAA termination letter has been filed. He is working with the District's attorney to draft a new lease agreement for the Highline Amateur Radio Club. Negotiations are planned to start next week.
- 6.3 Main Break (10/13/22) – Hite informed the Board that there was a main break at 6<sup>th</sup> Ave SW and 179<sup>th</sup> Pl SW. The District crew made the repairs and there was minimal damage.

#### Jeremy DelMar

- 6.4 Tyee PFAS Update – General manager DelMar informed the Board that the Draft Tech Memo is in from RH2. He discussed some of the options presented with the Board. Upon his further review, he will present the best options for the District to the Board at a future date. Discussion ensued by the Board and Staff. No action taken.
- 6.5 Budget – DelMar informed the Board that he, Finance/Administration Manager Paige and Operations Manager Hite have been working on the budget. A tentative schedule for budget discussions will be as follows:
  - November 2nd Regular Board Meeting – Presentation of the draft Budget
  - November 16th Regular Board Meeting – Presentation of the draft CIP
  - November 22nd Workshop – Subsequent Budget Discussions/Revisions
  - December 7th Meeting – Public Rate Hearing
  - December 21st Meeting – Approve Budget, CIP, and Goals

Commissioner Fultz mentioned he may not be available for the December 7th meeting.

#### Vince Koester

- 6.9 Water Shortage Concerns – Commissioner Koester inquired about what regional purveyors are doing for a water shortage plan. With global warming being a rising concern, he would like to be sure plans are being implemented, now, for potential shortages in the future. General Manager DelMar discussed actions SPU and the regional agencies have implemented to address water shortages. Discussion ensued. No action taken.



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There being no further business, President Daigle concluded the meeting at 9:47 a.m.

**BOARD OF COMMISSIONERS**

<p>DocuSigned by: <i>Polly Daigle</i> 78D086DD748D4ED... <b>Polly Daigle</b>, President</p>	<p>x _____ Yea</p>	<p>_____ Nay</p>	<p>_____ Abstain</p>
<p>DocuSigned by: <i>Daniel Johnson</i> 8E7D4CD7088F4C7... <b>Daniel Johnson</b>, Secretary</p>	<p>x _____ Yea</p>	<p>_____ Nay</p>	<p>_____ Abstain</p>
<p>DocuSigned by: <i>Todd Fultz</i> 8728D379F2E446D... <b>Todd Fultz</b>, Commissioner</p>	<p>x _____ Yea</p>	<p>_____ Nay</p>	<p>_____ Abstain</p>
<p>DocuSigned by: <i>Vince Koester</i> 382D4CB9A38F421... <b>Vince Koester</b>, Commissioner</p>	<p>x _____ Yea</p>	<p>_____ Nay</p>	<p>_____ Abstain</p>
<p>DocuSigned by: <i>Kathleen Quong-Vermeire</i> 48FCA32C4556410... <b>Kathleen Quong-Vermeire</b>, Commissioner</p>	<p>x _____ Yea</p>	<p>_____ Nay</p>	<p>_____ Abstain</p>