



HIGHLINE WATER DISTRICT Board Workshop Meeting Minutes May 23, 2023

ATTENDEES		(Strikeouts indicate absence)
Commissioners Polly Daigle (remote) Todd Fultz Daniel Johnson Vince Koester Kathleen Quong-Vermeire	HWD Staff Jeremy DelMar, General Manager Anne Paige, Finance/Admin Manager Phil Hite, Operations Manager Logan Wallace, Engineering Supervisor Carryn Frye, EA/Contract Coordinator	HWD Attorney(s) CONSULTANTS GUESTS

1. CALL TO ORDER

President Johnson 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			
Fund Name	Fund No.	Scheduled Payment Date	Vouchers		Total Amount
Maintenance	09-075-0010	05/10/2023	28888	- 28907	\$ 41,296.18
Construction	09-075-0030	05/17/2023	902719	- 902719	\$ 54.00
Maintenance					
Description	Fund No.	Period Ending	EFT Transfer Date		Total Amount
Payroll Tax	09-075-0010	05/12/2023	05/24/2023		\$ 34,702.87
Direct Deposit – Payroll	09-075-0010	05/12/2023	05/19/2023		\$ 85,403.52
Dept of Retirement	09-075-0010	05/12/2023	05/22/2023		\$ 21,433.79
Deferred Compensation	09-075-0010	05/12/2023	05/19/2023		\$ 5,931.21
HRA - Veba	09-075-0010	05/12/2023	05/19/2023		\$ 12,507.99
Health Equity - HSA	09-075-0010	05/12/2023	05/19/2023		\$ 162.23
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 23-5-23A authorizing an interlocal agreement between the Washington State Department of Transportation and Highline Water District relating to Project 22-3 SR509 Phase 2 Water Main Replacement. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. 2022 FINANCIAL STATEMENTS - DRAFT

Finance/Administrative Manager Anne Paige presented the 2022 Financial Statements to the Board and answered their questions. Paige will have the final draft to the auditor by the May due date.

Paige expressed her appreciation for her staff's hard work. She added a special thanks to Accounting Supervisor, Sandi DeChon. Paige expressed that DeChon is dedicated, dynamic, detail oriented and an exceptional employee. Paige noted that the financial statements are made possible by DeChon.

General Manager DelMar acknowledged how much work goes into the District's financials and included that he also appreciates all hard work and dedication Paige and her team perform.

Commissioner Daniel Johnson asked that management thank DeChon, on behalf of the Board, for all that she does for the District.

7. WSDOT PROJECT 22-3 SR509 PHASE 2 WATER MAIN REPLACEMENT

Engineering Supervisor Logan Wallace updated the Board on the status of the project while introducing and discussing item 5, Resolution 23-5-23A, on the agenda.

8. OTHER

Jeremy DelMar

8.1 Kiro 7 News PFAS Interview – Last Thursday, DelMar received a call from Kiro 7 News requesting an interview regarding the Tyee Well and PFAS. DelMar participated in a phone interview to address the inquiries. The newscast aired on May 18, 2023.



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There being no further business of the District, President Johnson concluded the meeting at 9:29 a.m.

BOARD OF COMMISSIONERS

DocuSigned by:

Daniel Johnson

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Daniel Johnson, President

Kathleen Quong-Vermeire, Secretary

DocuSigned by:

Polly Daigle

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Polly Daigle, Commissioner

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Todd Fultz

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Todd Fultz, Commissioner

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Vince Koester

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Vince Koester, Commissioner