



HIGHLINE WATER DISTRICT
Board Workshop Meeting Minutes
June 27, 2023

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

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: None

WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	06/28/2023	28994 - 29002	\$ 16,354.33	
Construction	09-075-0030	06/28/2023	902725 - 902725	\$ 78.00	

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

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

5. RESOLUTIONS/MOTIONS

None

6. DRAFT HEAT RELATED RECONNECTION POLICY

General Manager Jeremy DelMar informed the Board that he attended a WASWD sponsored meeting to discuss the new Heat-Related Connections Law going into effect on July 23, 2023. DelMar presented a draft heat related reconnection policy. The new policy resolution will be presented at the next Board meeting for consideration. Discussion ensued. No action taken.



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7. OTHER

Jeremy DelMar

Retro Pool – DelMar informed the Board that the District received a check for approximately \$5,900. The District signed up for the new Retro Pool.

Phil Hite

Touch-A-Truck - Operations Manager Hite informed the Board that the District will be participating in the Touch-A-Truck event sponsored by the City of Des Moines. The event will take place on August 5, 2023 at Underwood Park. The District will be bringing a service truck, dump truck and excavator. District staff will be at the event to answer questions and interact with the community. Staff plans to bring small trinkets like water drop stress balls or similar items for outreach. This will be the first outreach event post Covid 19 that the District has participated in.

Anne Paige

Special Meeting – Finance/Administrative Manager Paige reminded the Board of the Special meeting tomorrow, June 28, to celebrate the retirement of a District employee.

Financial Software – Paige informed the Board that the District is in queue for implementation.

8. EXECUTIVE SESSION/CLOSED SESSION

A closed session was convened pursuant to RCW 42.30.140(4)(a) "Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress." President Johnson convened the executive session/closed session at 9:19 a.m. for 30 minutes with no anticipated action by the Board. In attendance was the Board, General Manager DelMar, Operations Manager Hite and Finance/Administrative Manager Paige. At 9:49 am, the executive session concluded, and the open session was reconvened.



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There being no further business of the District, President Johnson concluded the meeting at 9:49 a.m.

BOARD OF COMMISSIONERS

DocuSigned by:

Daniel Johnson

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Daniel Johnson, President

DocuSigned by:

Kathleen Quong-Vermeire

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Kathleen Quong-Vermeire, Secretary

DocuSigned by:

Polly Daigle

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Polly Daigle, Commissioner

DocuSigned by:

Todd Fultz

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Todd Fultz, Commissioner

DocuSigned by:

Vince Koester

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Vince Koester, Commissioner