



**HIGHLINE WATER DISTRICT**  
**Special Board Meeting Minutes**  
**April 15, 2024**

<b>ATTENDEES</b>		(Strikeouts indicate absence)
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>
Polly Daigle (remote)	Jeremy DelMar, General Manager	
Todd Fultz	Anne Paige, Finance/Admin Manager	<b>CONSULTANTS</b>
Daniel Johnson	<del>Phillip Hite, Operations Manager</del>	
Vince Koester	Logan Wallace, Engineering Supervisor	<b>GUESTS</b>
Kathleen Quong-Vermeire	Carryn Frye, EA/Contract Coordinator	

- 1. CALL TO ORDER**  
 President Quong-Vermeire 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.

<b>Minutes:</b> April 3, 2024					
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers		Total Amount
Maintenance	09-075-0010	04/10/2024	29940 - 29941		\$ 54,206.84
Maintenance	09-075-0010	04/10/2024	29942 - 29945		\$ 70,700.53
Maintenance	09-075-0010	04/17/2024	29946 - 29992		\$ 1,045,055.03
Construction	09-075-3030	04/17/2024	902774 - 902776		\$ 147,564.72
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Direct Deposit – Payroll	09-075-0010	03/29/2024	04/05/2024	\$ 99,809.58	
Payroll Tax	09-075-0010	03/29/2024	04/10/2024	\$ 38,722.36	
Dept of Retirement	09-075-0010	03/29/2024	04/08/2024	\$ 23,110.77	
Deferred Compensation	09-075-0010	03/29/2024	04/05/2024	\$ 6,534.17	
HRA Veba	09-075-0010	03/29/2024	04/05/2024	\$ 15,344.02	
HSA Equity Account	09-075-0010	03/29/2024	04/05/2024	\$ 138.41	
Labor & Industries – L & I Tax	09-075-0010	03/31/2024	04/25/2024	\$ 7,891.89	
Department of Licensing – Dyed Diesel	09-075-0010	03/31/2024	04/04/2024	\$ 126.28	
Employment Security Dept. – WA Cares	09-075-0010	03/31/2024	04/12/2024	\$ 3,635.32	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					



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#### 4. PUBLIC INPUT

None

#### 5. RESOLUTIONS/MOTIONS

None

#### 6. STAFF/COMMISSIONERS/ATTORNEY

##### **Logan Wallace**

6.1 Sound Transit – Engineering Supervisor Logan Wallace informed the Board that Kiewit will begin the restoration of the District’s parking lot this week.

6.2 Des Moines Memorial Drive S 208<sup>th</sup> St to S 212<sup>th</sup> St Interlocal Agreement (ILA) Update – Wallace informed the Board that the District is in final negotiations for the ILA with the City.

##### **Anne Paige**

6.3 2022 Audit – Finance/Administrative Manager Anne Paige informed the Board that the 2022 Audit has been finalized. The State Auditor’s Office will conduct an Exit Conference with the Board on April 23, 2024, at the Board Workshop.

##### **Jeremy DelMar**

6.4 EPA PFAS Final Ruling– General Manager Jeremy DelMar informed the Board that the EPA made their final ruling regarding PFAS standards, establishing maximum contaminant level for six (6) different types of PFAS. The new standards will prevent the District from operating Tyee Well without PFAS treatment.

An executive session will be held at a future date to discuss recent correspondence with the Port of Seattle.

6.5 Annual Report – DelMar informed the Board that the Annual Report is nearing completion and will be presented to the Board in early May.

6.6 Accessory Dwelling Units (ADU) Policy – DelMar informed the Board that staff is working on a policy to address the new laws regarding ADUs. He is currently doing research to find out what other agencies and cities are doing to address ADUs. Staff will present a proposed policy at an upcoming meeting.



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There being no further business, President Quong-Vermeire concluded the meeting at 9:25 a.m.

**BOARD OF COMMISSIONERS**

DocuSigned by:

*Kathleen Quong-Vermeire*

**Kathleen Quong-Vermeire, President**

DocuSigned by:

*Vince Koester*

**Vince Koester, Secretary**

DocuSigned by:

*Polly Daigle*

**Polly Daigle, Commissioner**

DocuSigned by:

*Todd Fultz*

**Todd Fultz, Commissioner**

DocuSigned by:

*Daniel Johnson*

**Daniel Johnson, Commissioner**