



**HIGHLINE WATER DISTRICT**  
**Board Workshop Meeting Minutes**  
**April 23, 2024**

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

**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 15, 2024				
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	04/24/2024	29993 - 29993	\$ 584.35	
Maintenance	09-075-0010	04/24/2024	29994 - 30015	\$ 19,696.64	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Direct Deposit – Payroll	09-075-0010	04/12/2024	04/19/2024	\$ 96,808.88	
Payroll Tax	09-075-0010	04/12/2024	04/24/2024	\$ 37,212.67	
Dept of Retirement	09-075-0010	04/12/2024	04/22/2024	\$ 22,698.07	
Deferred Compensation	09-075-0010	04/12/2024	04/19/2024	\$ 6,534.17	
HRA Veba	09-075-0010	04/12/2024	04/19/2024	\$ 15,344.02	
HSA Equity Account	09-075-0010	04/12/2024	04/19/2024	\$ 138.41	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

**3A. STATE AUDITOR'S OFFICE (SAO) EXIT CONFERENCE (remote)**

Rebecca Nyanjui Assistant Audit Manager, and Jennifer Ramos Audit Lead, attended the meeting remotely. Technical difficulties occurred, causing the Exit Conference to be postponed.

**4. PUBLIC INPUT**

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



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### 5. RESOLUTIONS/MOTIONS

Resolution 24-4-23A commending employee Todd Smith for 25 years of service with the District.

### 6. OTHER

#### Anne Paige

6.1 SAO Exit Conference – Administrative Manager Anne Paige apologized for the technical difficulties and informed the Board that she and General Manager Jeremy DelMar can meet with the Auditors and will provide the Board with the results later. The Board agreed to this solution and thanked Paige for her efforts.

#### Phillip Hite

6.2 Water Main Break on 14<sup>th</sup> Ave S & S 245<sup>th</sup> St – Operations Manager Phillip Hite informed the Board that a main break was reported at 3:30 a.m. yesterday. The crew was called out, fixed it and had water back on by 10:00 a.m. There was some property damage to surrounding homes.

6.3 Des Moines Treatment Plant – Hite informed the Board that he received a call this morning that a fitting failed inside the plant and there is flooding within the building. Staff is onsite and the flooding is isolated. Hite will go there after the Workshop to evaluate the situation and assess any damage.

#### Jeremy DelMar

6.4 Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) – General Manager Jeremy DelMar shared news that the EPA has issued an administrative order for the PFAS Enforcement Discretion and Settlement Policy Under CERCLA. The EPA does not intend to pursue actions against community water systems for PFAS under CERCLA.

6.5 Seattle Public Utilities (SPU) Wholesale Water Contract Update – DelMar informed the Board that both Woodinville WD and Soos Creek WD have written letters to SPU on their opposition to stranded cost provisions. The positions by other agencies may impact decisions by the District moving forward. Staff will keep the Board informed of any changes in status moving forward.



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There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:22 a.m.

## BOARD OF COMMISSIONERS

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*Kathleen Quong-Vermeire*

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**Kathleen Quong-Vermeire**, President

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*Vince Koester*

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**Vince Koester**, Secretary

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*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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*Daniel Johnson*

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**Daniel Johnson**, Commissioner