



**Highline Water District
Regular Board Meeting Minutes
June 17, 2015**

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engineering/Operations Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, Inslee Best VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

President Landon 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.

Consent Agenda Items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing, which was made available to the Board of Commissioners.

Minutes: June 3, 2015 Regular Meeting

WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	06/15/15	18858 - 18858	\$ 3,220.07
Maintenance	09-075-0010	06/18/15	18859 - 18905	\$ 1,318,215.39
Construction	09-075-3030	06/18/15	901757 - 901759	\$ 3,412.33

ELECTRONIC TRANSFER FUNDS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	06/05/15	06/17/15	\$ 24,399.98
Direct Deposit – Payroll	09-075-0010	06/05/15	06/12/15	\$ 62,842.41
Dept of Retirement	09-075-0010	06/05/15	07/15/15	\$ 12,623.71
Dept of Retirement - Deferred Compensation	09-075-0010	06/05/15	06/12/15	\$ 3,708.00
Health Equity (KC-BEN96)	09-075-0010	06/05/15	06/12/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	06/05/15	06/12/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	06/05/15	06/12/15	\$ 3,951.63

CONSENT AGENDA RESOLUTIONS		
Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.



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5. RESOLUTIONS/MOTIONS

Resolution 15-6-17A authorizing Apparatus Sales Agreement for purchase of a 2004 International 7400 SBA 6x4 (Camel) Flush Truck from Midway Sewer District. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 15-6-17B awarding Contract #15-70-06 to Hokkaido Drilling, Inc. for the Tye Well Redevelopment (Project 15-1). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 15-6-17C commending employee (Jeff Laizure) for twenty-five years of service with the District. Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 15-6-17(1) duly made and seconded to excuse Commissioner Guite's absence for today's meeting. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Project 13-1A Angle Lake Water Main Replacement – All easements but one have been secured. The final easement is expected to be signed by the end of the week. The District plans to advertise the project next week. The right-of-way permit from the City of SeaTac is forthcoming. The bid opening is scheduled for July 14, 2015 and a resolution to award the project is scheduled for July 20, 2015.

BHC Consultants is working on the Scope of Work for construction administration which would be an amendment to their design contract. A resolution to authorize the amendment will be presented to the Board at a future meeting.

John Milne

6.2 Washington State Quarterly Attorneys Group Meeting 6/16/15 – John attended the meeting and the following items were discussed: ■ Engrossed Substitute Senate Bill 5048 - Referendum of Assumptions of Water-Sewer Districts by cities and towns; ■ Street lighting – Why water districts are required to be billing agents for Puget Sound Energy, a for-profit company; ■ Public Works Trust Fund - lack of funding; ■ Engrossed House Bill 1224 - Growth Management Act - Planning Obligations.

Matt Everett

6.3 Enduris of Washington (Insurance Pool) – Enduris has doubled the liability coverage from \$10 million to \$20 million for no additional premium cost.

6.4 City of Normandy Park Meeting- 6/16/15 – Matt and Jeremy discussed a franchise agreement with Mark Hoppen, City Manager. Mr. Hoppen would like to piggy-back onto the City of SeaTac's agreement with Highline that is currently in negotiations. Also discussed the City's and District's future projects.

6.5 PWTF Loan for Project 13-1A Angle Lake Water Main Replacement – Highline's PWTF construction loan will be suspended on June 30th if the state legislature does not come to a budget agreement.



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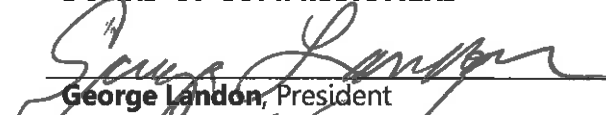
**7. EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION UNDER RCW 42.30.110(1)(i)
SEATAC UTILITY TAX AND FRANCHISE**

District staff requested an executive session pursuant to RCW 42.30.110(1)(i) to discuss potential litigation. On motion duly made, seconded and carried unanimously, an executive session was convened on that basis. The Commissioners, General Manager, District Engineer, Administrative Manager and John Milne, Legal Counsel, then attended the executive session. Before convening the executive session at 9:46 a.m., Mr. Milne advised the executive session would conclude at 10:06 a.m. At 10:06 a.m., the executive session concluded and open public meeting reconvened.


No action was taken by the Board.

There being no further business of the District, President Landon concluded the meeting at 10:07 a.m.

BOARD OF COMMISSIONERS



George Landon, President



Vince Koester, Secretary

Gerald R. Grite, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner