



## Highline Water District Regular Board Meeting Minutes September 7, 2016

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>	
Todd Fultz	Matt Everett, General Manager		
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	<b>CONSULTANTS</b>	
<del>Vince Koester</del>	Debra Prior, Administrative Manager		
George Landon	Mary Fossos, Project Coordinator, CIPs		
Kathleen Quong-Vermeire			

**1. CALL TO ORDER**

Secretary Fultz 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>	8/23/16 Workshop; 8/29/16 Special Board Meeting				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	09/08/16	20380 - 20424	\$ 638,499.66	
Construction	09-075-3030	09/08/16	901915 - 901919	\$ 41,965.02	
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	08/26/16	09/07/16	\$ 27,126.76	
Direct Deposit – Payroll	09-075-0010	08/26/16	09/02/16	\$ 67,287.88	
Dept of Retirement	09-075-0010	08/26/16	09/15/16	\$ 16,706.23	
Dept of Retirement - Deferred Compensation	09-075-0010	08/26/16	09/02/16	\$ 4,073.00	
Health Equity (KC-BEN96)	09-075-0010	08/26/16	09/02/16	\$ 256.96	
Health Equity (KC-BEN105)	09-075-0010	08/26/16	09/02/16	\$ 101.18	
HRA VEBA (KC-BEN60)	09-075-0010	08/26/16	09/02/16	\$ 5,387.34	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS/MOTIONS**

Resolution 16-9-7A authorizing Amendment No. 1 to HWD Contract #14-50-06 with Carollo Engineers, Inc. for Project 14-1 2016 Comprehensive Water System Plan Update. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 16-9-7B authorizing an Equipment and Services Agreement with Badger Meter, Inc. to purchase an Automated Meter Reading System ("AMR System"). Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 16-9-7(1) canceling the 9/21/16 Regular Board Meeting and authorizing a Special Board Meeting on 9/19/16 at 9:00 AM. Motion duly made and seconded. After discussion the motion carried unanimously.



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**6. STAFF/COMMISSIONERS/ATTORNEY**

**Matt Everett**

6.1 Pump Station No. 8 Property Acquisition – Discussed in executive session (reference Item No. 7).

6.2 Appreciation Letter from Huntington Park West Homes Association – Mike Zulevic, President, thanked the Commissioners and staff for negotiating a franchise agreement with the City of Des Moines on behalf of the ratepayers.

6.3 Employee Appreciation Lunch (9/7/16) – The lunch will be held at the District at 12:00 pm.

**7. EXECUTIVE SESSION**

Discuss property acquisition in accordance with **RCW 42.30.110 (1)(b)**.

At the recommendation of District staff, the Board Secretary requested an executive session to discuss the acquisition of real property pursuant to RCW 42.30.110(1)(b). On motion duly made, seconded and carried unanimously, an executive session was convened on that basis at 9:32 am for an estimated time period of ten minutes. Commissioners' Fultz, Johnson, Landon, Quong-Vermeire and District staff participated in the executive session. At 9:42 a.m., the executive session was extended to 9:52 am, which was publicly announced. At 9:52 a.m., the executive session concluded and the open public meeting reconvened.

No action taken.

There being no further business of the District, Secretary Fultz concluded the meeting at 9:53 a.m.

**BOARD OF COMMISSIONERS**

  
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**Vince Koester**, President

  
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**Todd Fultz**, Secretary

  
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**Daniel Johnson**, Commissioner

  
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**George Landon**, Commissioner

  
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**Kathleen Quong-Vermeire**, Commissioner