



Highline Water District Regular Board Meeting Minutes November 16, 2016

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

1. CALL TO ORDER

President Koester called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Motion duly made and seconded to approve the Agenda as amended to postpone the executive session (Item No. 7) for the 11/22/16 Board Workshop. The motion carried unanimously.

3. CONSENT AGENDA

Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried unanimously.

Minutes:	11/02/16 Board Workshop			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	11/17/16	20659 - 20694	\$ 80,523.01
Construction	09-075-3030	11/17/16	901943 - 901948	\$ 443,841.46
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	11/4/16	11/16/16	\$ 25,618.37
Direct Deposit – Payroll	09-075-0010	11/4/16	11/10/16	\$ 64,628.15
Dept of Retirement	09-075-0010	11/4/16	12/15/16	\$ 16,214.32
Dept of Retirement - Deferred Compensation	09-075-0010	11/4/16	11/10/16	\$ 4,073.00
Health Equity (KC-BEN96)	09-075-0010	11/4/16	11/10/16	\$ 256.96
Health Equity (KC-BEN105)	09-075-0010	11/4/16	11/10/16	\$ 101.18
HRA VEBA (KC-BEN60)	09-075-0010	11/4/16	11/10/16	\$ 5,958.09
First American Title Insurance Company	09-075-0010	11/10/16	11/14/16	\$ 192,800.56
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
3.1	16-11-16A	Resolution accepting developer extension as complete (The Reserve at SeaTac)		
3.2	16-11-16B	Resolution accepting developer extension as complete (Starwater)		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS

Resolution 16-11-16A accepting developer extension as complete (The Reserve at SeaTac). This resolution was accepted under the consent agenda.

Resolution 16-11-16B accepting developer extension as complete (Starwater). This resolution was accepted under the consent agenda.



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5. RESOLUTIONS

Resolution 16-11-16C accepting as complete Small Site Asphalt and Concrete Patching Contract 16-50-01 with Asphalt Patch Systems, Inc. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. COMMISSIONERS/STAFF/ATTORNEY

Jeremy Delmar

6.1 Project 16-2 Pump Station No. 8 – The property acquisition closed today. An asbestos survey and pest control survey will be scheduled. A temporary fence will be erected on the property this week and Enduris will add it to the District's insured properties.

Debbie Prior

6.2 2017 Draft Budget – A copy of the draft budget was provided to the Commissioners for their review. The budget will be discussed at the 11/22/16 Board Workshop.

6.3 2017 Health Insurance Options – Debbie briefly discussed the options available. Open enrollment ends November 30, 2016.

6.4 State Audit – Debbie asked President Koester to sign the Audit Engagement Letter that confirms the nature and limitations of the audit as well as the responsibilities of the State Auditor's Office and the District.

Matt Everett

6.5 Spaghetti Lunch Fundraiser – The District held the fundraiser lunch on 11/9/16 and raised \$600.00 for the Des Moines Food Bank.

6.6 11/22/16 Board Workshop – An executive session will be on the agenda to discuss wages.

6.7 King County Franchise Ordinance 2016-0521 – Matt sent a letter to the King County Council members stating the District's concerns and objections to the proposed franchise ordinance. The King County Council passed the Ordinance by a 7 to 2 vote. A letter opposing the ordinance will be sent to Dow Constantine, King County Executive. The ordinance will be discussed at the 11/21/16 WASWD Section IV meeting and the 11/28/16 WASWD Board meeting.

7. EXECUTIVE SESSION – RCW 42.30.110 SECTION 1(g) – PERSONNEL

Postponed – Reference Item No. 2



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There being no further business of the District, President Koester concluded the meeting at 9:38 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner