



## Highline Water District Regular Board Meeting Minutes February 7, 2018

<b>ATTENDEES</b>			(Strikeouts indicate absence)
<b>COMMISSIONERS</b> Todd Fultz Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	<b>HWD STAFF</b> Matt Everett, General Manager Jeremy DelMar, Engr./Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> <del>John Milne, Inslee Best</del> <b>CONSULTANTS</b>  <b>PUBLIC</b> Jim Langston, Commissioner, KCWD 54	

**1. CALL TO ORDER**

President Johnson 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>	January 23, 2018 Board Workshop				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	02/08/18	22224 - 22268	\$ 900,595.71	
Construction	09-075-3030	02/08/18	902077 - 902077	\$ 10,000.00	
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	01/26/18	02/07/18	\$ 25,653.95	
Direct Deposit – Payroll	09-075-0010	01/26/18	02/02/18	\$ 68,717.83	
Dept of Retirement	09-075-0010	01/26/18	02/15/18	\$ 19,398.94	
Dept of Retirement - Deferred Compensation	09-075-0010	01/26/18	02/02/18	\$ 3,385.00	
Health Equity (KC-BEN96)	09-075-0010	01/26/18	02/02/18	\$ 270.00	
Health Equity (KC-BEN105)	09-075-0010	01/26/18	02/02/18	\$ 121.91	
HRA VEBA (KC-BEN60)	09-075-0010	01/26/18	02/02/18	\$ 5,182.58	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

**4. PUBLIC INPUT**

Jim Langston, Commissioner, King County Water District 54, attended the meeting.

**5. RESOLUTIONS**

Resolution 18-2-7A commending employee (Teya Hillerman) for twenty-five years of service with the District. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 18-2-7B commending employee (Shane Heflen) for twenty-five years of service with the District. Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 18-2-7(1) duly made and seconded authorizing payment of \$1,000.00 to King County Special Purpose Districts Growth Management Planning Council (GMPC) for participation of the 2018-2019 staffing services. After discussion, the motion carried unanimously. Reference Item 6.3.



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**6. OTHER**

**Jeremy DelMar**

- 6.1 Staff Update – Keith Coburn made a lateral move from field utility worker to Treatment/SCADA Operator. New utility worker, Matthew Wyatt, started last week. Interviews for an additional utility worker ongoing. Shane Heflen was promoted to the Treatment/SCADA Lead position.

**Debbie Prior**

- 6.2 Staff Update – The District received 80 applications for the Customer Service Representative position. The second interview for three applicants will be held this week.


**Matt Everett**

- 6.3 King County Special Purpose Districts 2018-2019 Staffing Services – Matt asked the Board if they wanted to contribute to the staffing services for the Growth Management Planning Council. The Board agreed for the District to contribute \$1,000.00. Action taken: Reference Item No. 5, Motion 18-2-7(1).
- 6.4 Lobbyist for 2018 Legislative Session – Per the Board's direction at the 1/23/18 Board Workshop, Everett contacted Ken Kase, General Manager, Midway Sewer District and Ron Speer, General Manager, Soos Creek Water & Sewer District, to see if they were interested in partnering with Highline in hiring Joe Daniels (former WASWD lobbyist) to represent their Districts in the 2018 Legislative Session. Ron Speer was in favor, Ken Kase was not.

At today's meeting, the Board directed Everett to contact other Districts to see if they were interested in partnering with Highline and Soos Creek to hire Joe Daniels.

There being no further business of the District, President Johnson concluded the meeting at 9:39 a.m.

**BOARD OF COMMISSIONERS**

  
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**Daniel Johnson**, President

  
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**Kathleen Quong-Vermeire**, Secretary

  
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**Todd Fultz**, Commissioner

  
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**Vince Koester**, Commissioner

  
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**George Landon**, Commissioner