



## Highline Water District Regular Board Meeting Minutes January 2, 2019

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

**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>	December 19, 2018				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	01/03/19	23365	- 23402	\$ 118,510.42
Construction	09-075-3030	01/03/19	902182	- 902186	\$ 65,450.99
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date		AMOUNT
Dept of Revenue - B&O Tax	09-075-0010	11/30/18	12/26/18		\$ 80,509.41
Dept of Labor & Industries - Tax	09-075-0010	12/31/18	01/28/19		\$ 8,879.70
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS**

Resolution 19-1-2A electing the President of the Board of Commissioners. Motion duly made and seconded nominating Commissioner Kathleen Quong-Vermeire to serve as President of the Board in 2019. After discussion the motion carried unanimously.

Resolution 19-1-2B electing the Secretary of the Board of Commissioners. Motion duly made and seconded nominating Commissioner Vince Koester to serve as Secretary of the Board in 2019. After discussion the motion carried unanimously.

Resolution 19-1-2C adopting an Alternate Fuels Usage Policy. Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 19-1-2(1) duly made and seconded authorizing the General Manager to execute an Agreement for Legal Services with Inslee Best to negotiate a Franchise Agreement with the City of Burien. After discussion, the motion carried unanimously. Reference Item 6.2.



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**6. COMMISSIONERS/STAFF/ATTORNEY**

**Jeremy DelMar**

- 6.1 Sound Transit Federal Way Link – Jeremy discussed with the Board the preliminary offer from Sound Transit to purchase a temporary construction easement at the District's office parking lot off of 30th Ave S. Discussion ensued. The District's legal counsel will negotiate terms with Sound Transit's legal counsel. An executive session will be scheduled at a future Board meeting to discuss status.

**Matt Everett**

- 6.2 Burien Franchise – Inslee Best submitted an Agreement for Legal Services with Highline, K.C.W.D. 20, K.C.W.D. 49, Midway Sewer District, Southwest Suburban Sewer District and Valley View Sewer District to negotiate a water or sewer franchise agreement on behalf of the Districts within the City of Burien. Matt asked the Board for a motion to authorize executing the agreement with Inslee Best. Action Taken: Reference Item 5 - Motion 19-1-2(1).
- 6.3 2019 Commissioners Workshop (1/26/19 – Lynnwood, WA) – Matt asked the Commissioners to let him know if they plan to attend the workshop.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:26 a.m.

**BOARD OF COMMISSIONERS**

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**Kathleen Quong-Vermeire**, President

  
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**Vince Koester**, Secretary

  
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**Todd Fultz**, Commissioner

  
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**Daniel Johnson**, Commissioner

  
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**George Landon**, Commissioner