



Highline Water District Regular Board Meeting Minutes March 20, 2019

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Todd Fultz	Matt Everett, General Manager	John Milne, Inslee Best	
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS	
Vince Koester	Debra Prior, Administrative Manager		
George Landon	Polly Daigle, Admin. Asst-Project Coordinator, DEs		
Kathleen Quong-Vermeire	Delylah Silva, Admin. Asst-Project Coordinator, DEs		

1. CALL TO ORDER

President Quong-Vermeire 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.

Minutes: March 6, 2019				
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	03/21/19	23677 - 23713	\$ 444,873.98
Construction	09-075-3030	03/21/19	902198 - 902202	\$ 37,094.19
Maintenance - Payroll	09-075-0010	03/15/19	302632 - 302632	\$ 820.38
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	03/08/19	03/20/19	\$ 28,819.17
Direct Deposit – Payroll	09-075-0010	03/08/19	03/15/19	\$ 76,215.42
Dept of Retirement	09-075-0010	03/08/19	03/15/19	\$ 22,567.10
Dept of Retirement - Deferred Compensation	09-075-0010	03/08/19	03/15/19	\$ 3,843.50
Health Equity (KC-BEN96)	09-075-0010	03/08/19	03/15/19	\$ 274.99
Health Equity (KC-BEN105)	09-075-0010	03/08/19	03/15/19	\$ 128.82
Health Equity (KC-GEN238)	09-075-0010	03/08/19	03/15/19	\$ 37.21
HRA VEBA (KC-BEN60)	09-075-0010	03/08/19	03/15/19	\$ 5,020.39
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions or motions



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6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- 6.1 Sound Transit – Staff received a letter from Sound Transit requesting to purchase easements at the District’s Headquarters & Mansion Hill Tank site. A meeting is planned with the District’s legal counsel to discuss terms of the offer. Staff will present the offer at a future Board meeting.
- 6.2 Project 16-2 Pump Station 8 – Our consultant, RH2 Engineering, has recommended we delay advertising the project until October, 2019 for a more favorable bid climate.
- 6.3 Tyee Well – The pump was pulled on Monday and the well videoed on Tuesday. Corrosion was forming on the outside of the pump. Discussion ensued. Staff will keep monitoring the well and up-date the Board with any changes and/or solutions. No action taken.

Debbie Prior

- 6.4 Customer Service Representative Position – New hire Sara Southwick started on 3/1/19.

Matt Everett

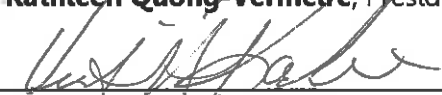
- 6.5 WASWD Spring Conference – Matt and the Board discussed attendance at the annual Spring Conference.
- 6.6 City of Burien Franchise – Matt updated the Board on the status of the negotiation.
- 6.7 King County ROW Rental Fee – Matt discussed the status of the litigation. The Districts requested a 45-day extension to submit briefs to the State Supreme Court. Matt will request Legal to attend a Board meeting to update the status.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:35 a.m.

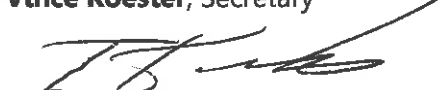
BOARD OF COMMISSIONERS




Kathleen Quong-Vermeire, President



Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner