



Highline Water District Board Workshop Meeting Minutes February 25, 2020

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Polly Daigle	Matt Everett, General Manager		
Todd Fultz	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS	
Daniel Johnson	Debra Prior, Administrative Manager	VISITORS	
Vince Koester	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 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: February 19, 2020					
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	02/27/2020	24845 - 24867	\$	55,526.11
Construction	09-075-3030	02/27/2020	902335 - 902336	\$	13,216.20
Maintenance - Payroll	09-075-0010	02/21/2020	302643 - 302661	\$	4,908.15
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	02/14/2020	02/26/2020	\$	2,602.21
Department of Revenue – B&O Taxes	09-075-0010	01/31/2020	02/25/2020	\$	78,135.46
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members attended the meeting.

5. RESOLUTIONS/MOTIONS

Motion 20-2-25(1) duly made and seconded authorizing payment of \$2,000.00 to King County Special Purpose Districts Growth Management Planning Council (GMPC) for participation of the 2020 staffing services. After discussion the motion carried unanimously.



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6. OTHER

Jeremy DelMar

- 6.1 Bid Opening - Project 19-1 2019 AC Water Main Replacement (North Hill) - The bid opening will be held on Thursday, February 27th at 10:00 am. There are seven general contractors on the current bidders list. The District has requested a scope of work from Murraysmith for Construction Administration (surveying, compaction, asphalt testing and working with the City of Des Moines). A resolution to authorize a contract with MurraySmith will be presented at a future Board meeting.
- 6.2 Project 16-2 George Landon Pump Station No. 8/Project 16-6 Mansion Hill Pump Station No. 9
The projects are out for bid with the Bid opening on March 17, 2020 at 10:00 am.
- 6.3 Water Conservation Goals - The District will hold a public hearing at the 3/24/20 Board Workshop and present a resolution at the meeting to adopt the Water Conservation Goals.

Debbie Prior

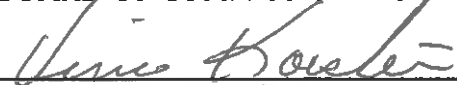
- 6.4 Public Records Training for Commissioners - Debbie informed the Commissioners of the requirement for Open Public Meetings and Open Government training within 90 days of taking office and a refresher course every four years. Debbie will email the Commissioners a link for online training.

Kathleen Quong-Vermeire

- 6.5 Washington Emergency Communications Coordination Working Group (WECCWG) - Kathleen attended the Workshop on Public and Private Coordination During a Disaster at Camp Murray, WA on 2/20/2020.

There being no further business of the District, President Koester concluded the meeting at 9:21 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Dalgte, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner