



Highline Water District Regular Board Meeting Minutes February 5, 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		
Vince Koester	Mary Fossos, Project Coordinator, CIPs	VISITORS	
Kathleen Quong-Vermeire	Logan Wallace, Sr. Project Engineer		

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:	January 28, 2020				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	02/06/20	24772 - 24797	\$ 106,586.08	
Construction	09-075-3030	02/03/20	902329 - 902330	\$ 19,090.91	
Construction	09-075-3030	02/06/20	902331 - 902331	\$ 498.00	
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	01/24/20	02/05/20	\$ 32,832.58	
Direct Deposit – Payroll	09-075-0010	01/24/20	01/31/20	\$ 74,293.86	
Dept of Retirement	09-075-0010	01/24/20	02/03/20	\$ 23,525.00	
Dept of Retirement - Deferred Compensation	09-075-0010	01/24/20	01/31/20	\$ 3,150.00	
Health Equity (KC-BEN96)	09-075-0010	01/24/20	01/31/20	\$ 279.16	
Health Equity (KC-BEN105)	09-075-0010	01/24/20	01/31/20	\$ 124.52	
HRA VEBA (KC-BEN60)	09-075-0010	01/24/20	01/31/20	\$ 4,061.64	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-2-5A authorizing Consulting Services Agreement #20-50-03 with Carollo Engineers for Lakehaven Water & Sewer District Intertie Feasibility Study. Motion duly made and seconded. After discussion the motion carried unanimously.



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5. RESOLUTIONS/MOTIONS

Resolution 20-2-5B accepting as complete Contract 18-50-34 with AA Asphalt, LLC for Small Site Asphalt & Concrete Repair Work. Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 20-2-5(1) duly made and seconded authorizing the District to proceed with the Sound Transit Star Lake Road Improvements and to prepare a task order through the existing agreement between Sound Transit and Highline to design and construct the necessary improvements in the Star Lake area to replace the main in conflict with the Federal Way Link Extension. After discussion, the motion carried unanimously. Reference Item 6.1.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Sound Transit Star Lake Road Improvements - The District has a water main west of I-5 between S 272nd St and Star Lake Road that is in conflict with Sound Transit's Federal Way Link Extension project. Sound Transit has requested the District design and construct the project in lieu of Sound Transit's contractor performing the work. The direct expenses incurred by the District would be reimbursed by Sound Transit through our existing Sound Transit agreement by a new task order. The water main work must be completed by April 2021. The District would need to advertise the project in August 2020 and begin construction in September 2020. Jeremy requested a motion from the Board to authorize negotiations with Sound Transit for the project costs.

Action Taken: Reference Motion 20-2-5(1).

6.2 Project 16-3 Mansion Hill Reservoir Relocation - The 5.0 MG reservoir has been demolished. The interior painting of the new 4.5 MG Tank will be completed by the end of the week. The exterior of the tank has been primed and will be painted next (weather dependent). The latest project schedule anticipates the project to be complete by the end of April.

Logan Wallace

6.3 Project 19-1 2019 AC Water Main Replacement (North Hill) - The District received the final plans from the consultant Murraysmith. The District plans to advertise for bids on 2/13/20 and 2/20/20 with the bid opening scheduled for 2/27/20.

Matt Everett


6.4 2020 Conferences - Matt requested the Commissioners inform the District if they plan to attend the WASWD Spring Conference in Kennewick, WA (April 15-17, 2020) and the AWWA Annual Conference & Exposition in Orlando, FL (June 14-17, 2020).




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

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Daisle, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner