



Highline Water District Board Workshop Meeting Minutes April 28, 2020

ATTENDEES		(Strikeouts indicate absence)
COMMISSIONERS (remote)	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		

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:	April 15, 2020			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/29/2020	25021 - 25065	\$ 160,979.63
Construction	09-075-3030	04/29/2020	902355 - 902362	\$ 349,277.03
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	04/17/2020	04/29/2020	\$ 29,584.88
Direct Deposit – Payroll	09-075-0010	04/17/2020	04/24/2020	\$ 77,422.72
Dept of Retirement	09-075-0010	04/17/2020	04/27/2020	\$ 23,512.36
Dept of Retirement - Deferred Compensation	09-075-0010	04/17/2020	04/24/2020	\$ 3,275.00
Health Equity (KC-BEN96)	09-075-0010	04/17/2020	04/24/2020	\$ 279.16
Health Equity (KC-BEN105)	09-075-0010	04/17/2020	04/24/2020	\$ 124.52
HRA VEBA (KC-BEN60)	09-075-0010	04/17/2020	04/24/2020	\$ 4,061.64
Dept of Licensing–Dyed Diesel Fuel User Tax	09-075-0010	03/31/2020	04/15/2020	\$ 373.46
Dept of Labor & Industries	09-075-0010	03/31/2020	04/24/2020	\$ 7,856.66
Department of Revenue – B&O Taxes	09-075-0010	03/31/2020	04/27/2020	\$ 77,752.38
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-4-28A authorizing developer extension agreement (Breckenridge Short Plat). Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 20-4-28B authorizing developer extension agreement (New Valley Elementary School). Motion duly made and seconded. After discussion the motion carried unanimously.



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5. RESOLUTIONS/MOTIONS

Resolution 20-4-28C authorizing developer extension agreement (Star Lake Elementary School). Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 20-4-28D authorizing Amendment No. 6 to Contract #16-60-09 with RH2 Engineering, Inc. for construction administration services relating to Project 16-2 George Landon Pump Station No. 8. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 20-4-28E authorizing Consultant Services Agreement #20-80-09 with RH2 Engineering, Inc. for construction administration services relating to Project 16-6 Mansion Hill Pump Station No. 9. Motion duly made and seconded. After discussion the motion carried unanimously.

6. OTHER


Matt Everett

6.1 Senior/Disabled Low-Income Discount For 1" meters - A customer with a 1" meter requested a discounted base rate. The District's current policy allows for a discount on 3/4" meters only. A resolution will be presented to the Board at a future meeting for their consideration to amend the District's policy to include 1" meters.

There being no further business of the District, President Koester concluded the meeting at 9:14 a.m.

BOARD OF COMMISSIONERS


Vince Koester, President 5/6/2020


Todd Fultz, Secretary 5/6/2020


Polly Daigle, Commissioner 5/6/2020


Daniel Johnson, Commissioner 5/6/2020


Kathleen Quong-Vermeire, Commissioner 5-6-2020