



Highline Water District Regular Board Meeting Minutes August 19, 2020

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Polly Daigle - Remote	Matt Everett, General Manager		
Todd Fultz - Remote	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS	
Daniel Johnson-Remote	Debra Prior, Finance/Administrative Mgr.		
Vince Koester- Remote	Anne Paige, New Finance/Administrative Mgr.	VISITORS	
Kathleen Quong-Vermeire - Remote	Mary Fossos, Project Coordinator, CIPs		

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:		WARRANTS			
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	08/12/2020	25393 - 25393	\$ 11,390.61	
Maintenance	09-075-0010	08/19/2020	25394 - 25448	\$ 159,457.28	
Construction	09-075-3030	08/19/2020	902402 - 902405	\$ 365,263.56	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	08/07/2020	08/19/2020	\$ 30,187.82	
Direct Deposit - Payroll	09-075-0010	08/07/2020	08/14/2020	\$ 82,115.89	
Dept of Retirement	09-075-0010	08/07/2020	08/17/2020	\$ 23,245.98	
Dept of Retirement - Deferred Compensation	09-075-0010	08/07/2020	08/14/2020	\$ 3,435.00	
Health Equity (KC-BEN96)	09-075-0010	08/07/2020	08/14/2020	\$ 279.16	
Health Equity (KC-BEN105)	09-075-0010	08/07/2020	08/14/2020	\$ 124.52	
HRA VEBA (KC-BEN60)	09-075-0010	08/07/2020	08/14/2020	\$ 3,399.88	

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 20-8-19A authorizing appointing of Auditing Officers (Matt Everett, Anne Paige and Jeremy DelMar). Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 20-8-19(1) duly made and seconded authorizing, effective 1/1/2021, to give non-bargaining unit employees a 1.9% cost of living adjustment. After discussion the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 8/25/20 Board Workshop - A public hearing will be held for AT&T Cell Lease at Bow Lake Tank site and a resolution to award contract to Allied Body Works to cover the build, install and delivery of a complete truck service body on District provided cab and chassis truck will be presented for the Board's consideration.

6.2 9/16/20 Board Meeting - A public hearing will be held for AT&T Cell Lease at McMicken Tank site.

Anne Paige

6.3 Board Meeting Documents - Anne requested the Commissioners come to the District to sign the Board packet documents for the meetings held remotely.

Matt Everett

6.4 2021 Budget - Management will be working on the 2021 Budget and Matt informed the Board that the goal is to not increase rates. The health insurance rates will increase slightly and SPU wholesale water rates will not increase next year. Staff may need to make scheduling adjustments for capital improvement projects.

There being no further business of the District, President Koester concluded the meeting at 9:11 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Polly Daigle, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner