



HIGHLINE WATER DISTRICT
Regular Board Meeting Minutes
April 19, 2023

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Polly Daigle	Jeremy DelMar, General Manager		
Todd Fultz	Anne Paige, Finance/Administrative Manager	CONSULTANTS	
Daniel Johnson	Phil Hite, Operations Manager		
Vince Koester	Carryn Frye, EA/Contract Coordinator	GUESTS	
Kathleen Quong-Vermeire			

1. CALL TO ORDER

President Johnson called the meeting to order at 9:01 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 05, 2023					
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	04/12/2023	28721 - 28724	\$ 12,155.94	
Maintenance	09-075-0010	04/19/2023	28725 - 28786	\$ 450,700.15	
Maintenance	09-075-0010	04/07/2023	302723 - 302723	\$ 3,528.07	
Construction	09-075-0030	03/29/2023	902713 - 902714	\$ 9,437.31	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Payroll Tax	09-075-0010	03/31/2023	04/12/2023	\$ 35,455.95	
Direct Deposit – Payroll	09-075-0010	03/31/2023	04/07/2023	\$ 88,227.62	
Dept of Retirement	09-075-0010	03/31/2023	04/10/2023	\$ 21,062.26	
Deferred Compensation	09-075-0010	03/31/2023	04/07/2023	\$ 5,590.00	
HRA - Veba	09-075-0010	03/31/2023	04/07/2023	\$ 12,457.99	
Health Equity - HSA	09-075-0010	03/31/2023	04/07/2023	\$ 162.23	
Dept of Licensing – Fuel Tax	09-075-0010	03/31/2022	04/11/2023	\$ 89.61	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members of the public attended the meeting in person or remotely.



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5. RESOLUTIONS/MOTIONS

Resolution 23-4-19A authorize Interlocal Agreement between King County and Highline Water District relating to Project 22-1 King County Lake to Sound Trail Water Main Relocation. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

6.1 Staffing: Operations Manager Phil Hite informed the Board that the first and second interviews have been conducted for the two vacant Utility Worker positions.

Due to the WASWD conference last week, Hite postponed the posting for the two Seasonal Worker positions. He plans to have the post up this week.

6.2 CIP SW22-1 Tank Roof Vents Replacements Update: Hite informed the Board that Sprint has received approval from the FAA to remove their equipment off the North Hill Tank. The project has been delayed approximately nine months for the approval and is now planned to start up again at the beginning of next month.

6.3 Crestview Reservoir: Hite informed the Board that the reservoir will be drained, cleaned, and inspected this year. He will update them when the logistics have been worked out.

6.4 Consumer Confidence Report (CCR) Draft: Hite informed the Board that Jon Seibel and Delylah Silva have presented him with the rough draft. He is in the process of reviewing it and is required to add PFAS information. He will write up a section pertaining to PFAS and send it to the State for review prior to publishing it in June.

Jeremy DelMar

6.4 Tukwila Franchise Agreement: General Manager DelMar informed the Board that the agreement passed Tukwila's City Council. A resolution will be presented at the next Board meeting for ratification.

6.5 Seattle Operating Board: DelMar informed the Board of personnel changes on the Seattle Operating Board.

Kathleen Quong-Vermeire

6.6 WASWD 2023 Spring Conference – ADU Discussion: Commissioner Kathleen Quong-Vermeire discussed the Accessory Dwelling Unit bill presented at the conference. She wanted to ensure all the commissioners were aware of how this law may affect the District. Discussion ensued and DelMar will forward the Bill information to the Board for their information.



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There being no further business, President Johnson concluded the meeting at 9:30 a.m.

BOARD OF COMMISSIONERS

DocuSigned by:

Daniel Johnson

Daniel Johnson, President

DocuSigned by:

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, Secretary

DocuSigned by:

Polly Daigle

Polly Daigle, Commissioner

DocuSigned by:

Todd Fultz

Todd Fultz, Commissioner

DocuSigned by:

Vince Koester

Vince Koester, Commissioner