



**HIGHLINE WATER DISTRICT
Regular Board Meeting Minutes
July 5, 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	Caryn Frye, EA/Contract Coordinator	GUESTS	
Kathleen Quong-Vermeire			

1. CALL TO ORDER

President Johnson 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: June 17, 2023 and June 27, 2023				
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	07/05/2023	29003 - 29023	\$ 72,656.67
Construction	09-075-0030	07/05/2023	902726 - 902726	\$ 87,421.36
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	06/23/2023	07/05/2023	\$ 36,954.89
Direct Deposit – Payroll	09-075-0010	06/23/2023	06/30/2023	\$ 92,760.31
Dept of Retirement	09-075-0010	06/23/2023	07/03/2023	\$ 21,804.89
Deferred Compensation	09-075-0010	06/23/2023	06/30/2023	\$ 344.41
Dept of Revenue – L & I Tax	09-075-0010	06/30/2023	07/26/2023	\$ 7,425.52
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

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

5. RESOLUTIONS/MOTIONS

Resolution approving the Heat-Related Reconnection Policy. Motion duly made and seconded to approve as presented. After discussion, the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

- 6.1 District Water Crews: Operations Manager Hite informed the Board the District crews are relocating services on Military Road S to accommodate the City of SeaTac sidewalk project.

Jeremy DelMar

- 6.2 King County Water District 54 (KCWD 54): General Manager DelMar gave an update on the KCWD 54 Boil Water Advisory and after actions.
- 6.3 Dave Stanley Retirement: DelMar expressed his appreciation to the Board for attending Dave Stanley's retirement luncheon and wishing him a warm sendoff. Dave concluded his almost 38 years with the District on June 30th.
- 6.4 Des Moines Storm Project: DelMar informed the Board we received notice from the City of Des Moines about an upcoming storm project that may require the relocation of existing water lines. The work will be on Des Moines Memorial Drive from S 208th St to S 211th St. The District will be exploring options.

Anne Paige

- 6.5 Financial Software – Finance/Administrative Manager Paige informed the Board that the District is in the process of implementation and data transfer.

Vince Koester

- 6.6 Water District 54 Water Sales: Commissioner Koester wanted to know if there was a way to reduce the retail charges for the sale of water to WD 54. DelMar will research the terms of the current agreement and provide options to the Board.

Kathleen Quong-Vermeire

- 6.7 Local Legislators Invitation: Commissioner Quong-Vermeire suggested that it is time we invite local legislators to visit the District.



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There being no further business, President Johnson concluded the meeting at 9:39 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