



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes July 19, 2023

ATTENDEES		(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)
Polly Daigle	Jeremy DelMar, General Manager	
Todd Fultz (remote)	Anne Paige, Finance/Administrative Manager	CONSULTANTS
Daniel Johnson	Phil Hite, Operations Manager	
Vince Koester (remote)	Carryn 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:		WARRANTS			
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	07/12/2023	29024 - 29027	\$ 18,032.02	
Maintenance	09-075-0010	07/19/2023	29028 - 29069	\$ 183,391.65	
Construction	09-075-0030	07/19/2023	902727 - 902730	\$ 7,834.85	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Payroll Tax	09-075-0010	07/07/2023	07/19/2023	\$ 43,101.62	
Direct Deposit – Payroll	09-075-0010	07/07/2023	07/14/2023	\$ 95,403.49	
Dept of Retirement	09-075-0010	07/07/2023	07/17/2023	\$ 21,478.85	
Deferred Compensation	09-075-0010	07/07/2023	07/14/2023	\$ 31,558.71	
HRA – Veba	09-075-0010	07/07/2023	07/14/2023	\$ 12,607.99	
Health Equity – HAS	09-075-0010	07/07/2023	07/14/2023	\$ 162.23	
Dept of Revenue – Fuel Tax	09-075-0010	06/30/2023	07/05/2023	\$ 96.20	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
3.1	23-17-19A	Resolution accepting Developer Extension as complete (Star Lake Crossing).			

4. PUBLIC INPUT

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



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5. RESOLUTIONS/MOTIONS

None

6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

- 6.1 North Hill Tank: Operations Manager Hite informed the Board that Sprint is removing their equipment from the tank. Vent replacement will commence next week.
- 6.2 21-3 Mansion Hill 2.5 MG Reservoir: Hite informed the Board that Evergreen Coating designed this project to paint and upgrade the reservoir. The advertisement for bid will go out next week and be awarded on August 22nd. The anticipated completion is approximately 10 months.

Jeremy DelMar

- 6.2 21-1 Des Moines 24th Ave S Water Main Replacement: General manager DelMar informed the Board that bidding is complete, and the apparent low bidder was SCI Infrastructure.
- 6.3 22-1 King County Lake to Trail Water Main Relocation: DelMar informed the Board that bidding is complete and the County plans to award to the fourth lowest bidder, Road Construction NW.
- 6.4 Out of the Office: DelMar informed the Board that he will be out of the office July 21-25. He will not be attending the Board Workshop on 7/25.
- 6.4 King County Water District 54 (KCWD 54): DelMar updated the Board on the status of KCWD 54 and his discussion with Department of Health. It appears KCWD 54 has three options moving forward, two of which will affect HWD. DelMar requested that, if they want to merge with HWD or purchase water from HWD, KCWD 54 submit a letter of intention by the end of the month so he can proceed with negotiations with the City of Seattle. DelMar will prepare a document for the Board(s) outlining the pros and cons of the options affecting HWD.

DelMar discussed establishing a wholesale water rate for KCWD54 per the prior direction by the Board. DelMar will prepare a resolution for a wholesale rate of 20% M/O Admin plus the wholesale rate charged by SPU to present at an upcoming meeting.



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There being no further business, President Johnson concluded the meeting at 9:48 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