



HIGHLINE WATER DISTRICT
Regular Board Meeting Minutes
March 20, 2024

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

1. CALL TO ORDER

President Quong-Vermeire 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: March 6, 2024					
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	03/13/2024	29852 - 29852	\$ 47,253.81	
Maintenance	09-075-0010	03/13/2024	29853 - 29857	\$ 39,830.46	
Maintenance	09-075-0010	03/20/2024	29858 - 29890	\$ 61,268.50	
Construction	09-075-3030	03/20/2024	902767 - 902770	\$ 134,199.53	
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Direct Deposit – Payroll	09-075-0010	03/01/2024	03/08/2024	\$ 104,627.90	
Payroll Tax	09-075-0010	03/01/2024	03/13/2024	\$ 39,648.84	
Dept of Retirement	09-075-0010	03/01/2024	03/11/2024	\$ 23,346.55	
Deferred Compensation	09-075-0010	03/01/2024	03/08/2024	\$ 6,484.17	
HRA Veba	09-075-0010	03/01/2024	03/08/2024	\$ 15,344.02	
HSA Equity Account	09-075-0010	03/01/2024	03/08/2024	\$ 138.41	
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

None

6. STAFF/COMMISSIONERS/ATTORNEY

Logan Wallace

- 6.1 Des Moines Memorial Drive S 208th St to S 212th St Interlocal Agreement (ILA) Update – Engineering Supervisor Logan Wallace informed the Board that the District is still working on the ILA with the City. The District completed their review and returned it to the City for review. Negotiations are on-going.

Phillip Hite

- 6.2 Project 21-3 Mansion Hill 2.5 MG Reservoir Improvements Rebid - Operations Manager Phillip Hite informed the Board that the bid opening took place on March 14, 2024. The apparent low bidder was T-Bailey, with a bid of \$2.86M. Their bid is approximately \$500k lower than the first round of bids last year. He will present a resolution to award at the next meeting.

Anne Paige

- 6.3 Timesheets – Finance/Administrative Manager Anne Paige asked the Board if they had any feedback for her regarding the new process. Commissioner Todd Fultz stated that he finds it easy to use. He downloaded the mobile app and was asked for the server information to complete the setup. Paige will investigate it and provide the Commissioners with the server information for the app setup.

Jeremy DelMar

- 6.4 April 17, 2024, Meeting Conflict – General Manager Jeremy DelMar informed the Board that the meeting conflicts with the WASWD Spring Conference and asked if they wanted to cancel or reschedule. The Board directed staff to cancel the April 17 meeting and hold a Special Meeting on Monday April 15, 2024 at 9:00am.
- 6.5 Water District 54 Property Update – DelMar researched Commissioner Daniel Johnson's prior inquiry. He spoke with Patti Clayton from Water District 54 and found that the property was quit claim deeded to the District by the previous property owner.
- 6.6 Tyee PFAS Update – DelMar informed the Board that he will meet with the Port of Seattle tomorrow morning to discuss next steps. An executive session with the District's attorney, Eric Frimodt, will be held at the next meeting to discuss the District's position.
- 6.7 Seattle Public Utilities (SPU) Update: DelMar informed the Board that there are pending decisions by other District's that will drive Highline's stance in the negotiation process. He will meet with the Purveyor group tomorrow afternoon to find out more on the status.



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Polly Daigle

6.8 Work on S 192nd St: Commissioner Polly Daigle inquired as to what was being done on S 192nd St, west of Des Moines Memorial Drive. Wallace and DelMar informed her that the work is part WSDOT SR-509 Stage 2 and likely advanced utility relocations.

There being no further business, President Quong-Vermeire concluded the meeting at 9:24 a.m.

BOARD OF COMMISSIONERS

DocuSigned by:

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, President

DocuSigned by:

Vince Koester

Vince Koester, Secretary

DocuSigned by:

Polly Daigle

Polly Daigle, Commissioner

DocuSigned by:

Todd Fultz

Todd Fultz, Commissioner

DocuSigned by:

Daniel Johnson

Daniel Johnson, Commissioner