



HIGHLINE WATER DISTRICT
Board Meeting Minutes
July 17, 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: July 3, 2024					
WARRANTS					
Fund Name	Fund No.	Scheduled Payment Date	Vouchers		Total Amount
Maintenance	09-075-0010	07/10/2024	30246 - 30246		\$ 47,717.58
Maintenance	09-075-0010	07/10/2024	30247 - 30253		\$ 73,683.21
Maintenance	09-075-0010	07/17/2024	30254 - 30297		\$ 125,865.83
Construction	09-075-3030	07/17/2024	902783 - 902784		\$ 1,740.74
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Direct Deposit – Payroll	09-075-0010	07/05/2024	07/12/2024	\$ 101,811.73	
Payroll Tax	09-075-0010	07/05/2024	07/17/2024	\$ 38,931.49	
Dept of Retirement	09-075-0010	07/05/2024	07/15/2024	\$ 21,948.90	
Deferred Compensation	09-075-0010	07/05/2024	07/12/2024	\$ 7,182.17	
HRA Veba	09-075-0010	07/05/2024	07/12/2024	\$ 15,712.88	
HSA Equity Account	09-075-0010	07/05/2024	07/12/2024	\$ 138.41	
Employment Security Dept. – WA Cares	09-075-0010	06/30/2024	07/10/2024	\$ 4,438.51	
WA Dept of Labor - Labor & Industries	09-075-0010	06/30/2024	07/26/2024	\$ 10,566.79	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					



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4. PUBLIC INPUT

No public attended the meeting in person or remotely.

5. RESOLUTIONS/MOTIONS

Resolution 24-7-17A authorizing DE agreement – Star Lake Heights. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 24-7-17B Terminate DE – Star Lake Heights. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 24-7-17C authorizing release of Easement #198303180671 and #198007160698 with Washington State Department of Transportation. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Logan Wallace

6.1 Hydraulic Model – Engineering Supervisor, Logan Wallace, informed the Board that he will be presenting a contract for the District's Hydraulic Model with Carollo Engineers at a future meeting. The contract is a key component to the upcoming Water Comprehensive Plan.

6.2 Project 22-1 King County Lake to Sound Trail Water Main Relocation-Update – Wallace informed the Board that the work on this project is nearing completion.

Jeremy DelMar

6.3 Fall WASWD Conference – General Manager, Jeremy DelMar, asked the Board if any commissioners planned to attend the conference to please let him know. Commissioners Quong-Vermeire and Johnson stated they plan to attend.

6.4 SPU Contract Update – DelMar mentioned that he plans to go over the SPU Contract Negotiation presentation given at the recent meeting with the purveyor group at the next Board Workshop. He will also present a PowerPoint Presentation given by SPU on the Cascade Water Alliance Negotiations.

6.5 Consumer Price Index (CPI) – DelMar informed the Board that the CPI numbers used in determining COLA for the Union have been posted by the Bureau of Labor Statistics. The number for 2025 will be 4.2% and be effective January 1.

6.6 First Amendment Audit Training – DelMar mentioned that the leadership team attended a webinar session yesterday to discuss the recent trend of first amendments audits. He will investigate the District's policy and discuss it further at a future date.

6.7 Out of the Office – DelMar reminded the Board of his upcoming vacation plans and will be out of office from July 24 through August 8. Operations Manager, Phillip Hite will be acting General Manager in his absence. Any needs can be coordinated through him.



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Kathleen Quong-Vermeire

6.8 First Amendment Audit Information – Commissioner Quong-Vermeire expressed interest in learning more about the First Amendment Audits and what to do if it comes up at the District. DelMar suggested we go over it in more detail at the August Workshop.

There being no further business, President Quong-Vermeire concluded the meeting at 9:37 a.m.

BOARD OF COMMISSIONERS

Signed by:
Kathleen Quong-Vermeire
Kathleen Quong-Vermeire, President

DocuSigned by:
Vince Koester
Vince Koester, Secretary

DocuSigned by:
Polly Daigle
Polly Daigle, Commissioner

Signed by:
Todd Fultz
Todd Fultz, Commissioner

Signed by:
Daniel Johnson
Daniel Johnson, Commissioner