



**Highline Water District
Minutes
October 4, 2006**

<p>COMMISSIONERS PRESENT Gerald R. Guite Vince Koester George Landon Kathleen Quong-Vermeire Daniel Johnson</p> <p>CONSULTANT(S) PRESENT None</p>	<p style="text-align: right;">STAFF PRESENT Matt Everett, General Manager Thomas Keown, Construction/Operations Manager Debra Prior, Administrative Manager Mary Fossos, Administrative Assistant Polly Daigle, Administrative Assistant</p> <p style="text-align: right;">ATTORNEY(S) PRESENT John Milne</p>
<p>Note: Strikeouts indicate absence</p>	

1. CALL TO ORDER

Commissioner Guite called the meeting to order at 4:00 p.m.

2. APPROVE AGENDA

Commissioner Landon moved to approve the Agenda. Commissioner Johnson seconded and the motion carried unanimously.

3. CONSENT AGENDA (MINUTES / VOUCHERS)

(Consent Agenda items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing which was made available to the Board of Commissioners.

MINUTES September 25, 2006 Regular Meeting
 September 26, 2006 Workshop Meeting

VOUCHERS			ELECTRONIC TRANSFER		
Maintenance	\$	58,657.25	Payroll Tax	\$	22,325.18
Construction	\$	237,004.71	Direct Deposit	\$	59,292.25
	\$		Dept. of Retirement	\$	5,663.41

Commissioner Johnson move to approve, Commissioner Koester seconded. The motion carried unanimously.

4. RESOLUTIONS/MOTIONS

- 4.1 Resolution 06-10-4A awarding construction contract to Nor Tec Construction, Inc., for Project SW06-3 Moonlight Trail Private Service Line Replacements. After discussion, Commissioner Landon moved to approve, Commissioner Koester seconded. The motion passed unanimously.
- 4.2 Resolution 06-10-4B authorizing amendment to the Comprehensive Plan to allow extension to the Water District system (Bow Lake Elementary). After discussion, Commissioner Johnson moved to approve, Commissioner Landon seconded. The motion passed unanimously.
- 4.3 Resolution 06-10-4C authorizing amendment to the Comprehensive Plan to allow extension to the Water District system (Brittany Park Apartments – Fire Line Extension). After discussion, Commissioner Landon moved to approve, Commissioner Johnson seconded. The motion passed unanimously.



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4. RESOLUTIONS/MOTIONS

- 4.4 Resolution 06-10-4D to revise HWDC 06-4 Rates and Late Charge Procedure P11.04.110 to increase the current three-business day late charge eligibility to five-business days. After discussion, Commissioner Koester moved to approve, Commissioner Landon seconded. The motion passed unanimously.

5. PUBLIC INPUT

Bill Powell, representative with Clearwire (wireless internet company) requested to amend the existing site lease with the District and add 3 more antennas to the North Hill Tank site. Clearwire will submit proposal in writing for staff to review. Staff will bring resolution to the Board at the October 18, 2006 meeting.

6. STAFF / COMMISSIONERS / ATTORNEY INPUT

MATT EVERETT

Matt reviewed the following items from the Manager's Report of 10/4/06:

- Matt gave kudos to HWD employees (John Spindler, Polly Daigle, Jeff Laizure, Nick Palmer) for staffing the booth at the City of Burien's "Octoberfest."
- SR-509 Project - Matt informed the Board that an agreement for the sale of District property and obtaining an easement at the Mansion Hill Tank site has been reached with WSDOT. A resolution to authorize the agreement will go before the Board at the October 18, 2006 meeting.

TOM KEOWN

- A dive team will be at the Crestview Reservoir this week to clean the inside of the tank. This is the first time the tank has been cleaned since it was constructed seven years ago.
- The Initial Distribution System Evaluation (IDSE) has been completed and sent to the EPA. This evaluation was done to identify distribution system locations with high concentrations of trihalomethanes (THMs) and haloacetic acids (HAAs). District personnel will take the samples and the Seattle Public Utilities (SPU) laboratory will analyze the samples.
- Project 06-4 Security Upgrades Phase 3 – The Request for Proposals was advertised in the SDJC on 9/13/06 and 9/20/06. The proposals are due on October 16, 2006.
- Project 07-1 490 Zone and Project 07-2 McMicken Heights Production Well – The District received the design funds from the Public Works Board. The Request for Proposals were sent out to consultants on September 29, 2006. The proposals are due on October 20, 2006. District staff will review the proposals and schedule the consultant interviews for the week of October 30, 2006.

JOHN MILNE

- John Milne gave the Board an update on the pending litigation with the Larson's (main break @ S. 265th St. & 30th Ave. S.).



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7. EXECUTIVE SESSION – PERSONNEL (General Manager’s Contract)

RCW 42.30.110(g) - To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

On motion duly made, seconded and carried unanimously, an executive session was convened at 4:35 p.m. to discuss the negotiation of a new employment contract for the general manager. The executive session was attended by the commissioners and the attorney. Commissioner Guite advised that the executive session would be concluded at approximately 4:45 p.m. At 4:45 p.m., the executive session was extended until 4:55 p.m. which was publicly announced. The executive session was concluded at 4:55 p.m. and open public meeting was reconvened. The Board then authorized Commissioner Guite to advise the General Manager that the attorney was authorized to negotiate the terms and conditions of a new employment agreement with him subject to the Board's further review and approval of the agreement.

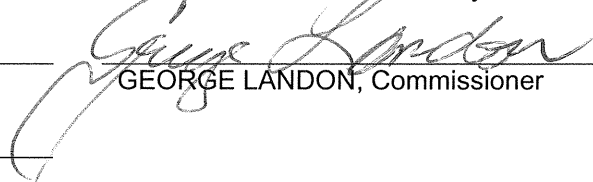
There being no further business of the District, Commissioner Guite adjourned the meeting at 4:57 PM.

BOARD OF COMMISSIONERS


KATHLEEN QUONG-VERMEIRE, President

GERALD R. GUTE, Secretary


DANIEL JOHNSON, Commissioner


GEORGE LANDON, Commissioner


VINCE KOESTER, Commissioner