



**Highline Water District
Minutes
June 21, 2006**

COMMISSIONERS PRESENT

Gerald R. Guite
Vince Koester
George Landon
Kathleen Quong-Vermeire

STAFF PRESENT

Matt Everett, General Manager
~~Thomas Keown, Manager, Construction/Operations~~
Debra Prior, Administrative Manager
Mary Fossos, Administrative Assistant
~~Polly Daigle, Administrative Assistant~~

CONSULTANT(S) PRESENT

None

ATTORNEY(S) PRESENT

None

Note: Strikeouts indicate absence

1. CALL TO ORDER

Commissioner Quong-Vermeire called the meeting to order at 4:00 p.m.

2. APPROVE AGENDA

Commissioner Landon moved to approve the Agenda. Commissioner Guite 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 June 7, 2006 Regular Meeting

VOUCHERS			ELECTRONIC TRANSFER		
Maintenance	\$	344,641.75	Payroll Tax	\$	25,586.12
Construction	\$	5,847.30	Payroll Tax	\$	3,357.49
Maintenance-Payroll	\$	697.46	Direct Deposit	\$	63,257.02
			Direct Deposit	\$	5,611.09
			Dept. of Retirement	\$	3,600.50
			Dept. of Retirement Deferred Comp.	\$	3,248.00
			Dept. of Revenue B & O Tax	\$	44,562.85

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

4. RESOLUTIONS/MOTIONS

4.1 Resolution 06-6-21A confirming and finalizing annexation of an area in the City of Seatac, generally referred to as the 2005-1 annexation area. After discussion, Commissioner Guite moved to approve. Commissioner Landon seconded and the motion carried unanimously.

4.2 Resolution 06-6-21B awarding Construction Contract #05-70-16 for Project 05-2 Miscellaneous Water Main Replacements to the low bidder, A & A Excavating, Inc. After discussion, Commissioner Landon moved to approve. Commissioner Guite seconded and the motion carried unanimously.



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4. RESOLUTIONS/MOTIONS

- 4.3** A motion to approve "Memo of Appreciation" for the Tapping Team was seconded and carried unanimously.
- 4.3** A motion to approve "Memo of Appreciation" to the Gimmicks & Gadgets winners was seconded and carried unanimously.

5. PUBLIC INPUT

Bob Ross attended the meeting and stated that he submitted a cover letter and resume to the General Manager for the commissioner vacancy. Matt said he would provide the Commissioners with copies.

6. STAFF / COMMISSIONERS / ATTORNEY INPUT

MATT EVERETT

Matt reviewed the following items from the Manager's Report of 6/21/06:

- Commissioner Vacancy: Matt informed the Board that a press release was sent to the Highline Times with publication dates of 6/7/06 and 6/14/06. The District also posted the press release on the website. Matt said he received two phone calls and one application. The deadline for applying for the vacant Commissioner position is June 30, 2006.
- WGEP Election of Board of Directors 2006: Matt informed the Board that the District is authorized one (1) vote for each position. The Board did not recommend a write-in candidate and unanimously agreed to and authorized the General Manager to vote for the two (2) candidates that submitted applications for nomination.
- Matt reminded the Board of the retirement party for Fire Chief Jim Polhamus, South King Fire, on Friday, June 23, 2006 from 11:00 am to 1:00 pm at Station 26 in Des Moines.
- Matt included in his Manager's Report a copy of the invitation to a reception being held by the Southwest King County Chamber of Commerce on Thursday, June 29, 2006 from 5:30 pm. to 7:00 pm. Landmark on the Sound is hosting the event.

DEBBIE PRIOR

- Debbie informed the Board that the Harris Utility Billing Software Upgrade was installed. Debbie said staff will begin training in July and the software should be running live in August.

There being no further business of the District, Commissioner Quong-Vermeire adjourned the meeting at 4:18 PM.



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BOARD OF COMMISSIONERS

Kathleen Quong-Vermeire
KATHLEEN QUONG-VERMEIRE, President

Vince Koester
VINCE KOESTER, Commissioner

Gerald R. Guite
GERALD R. GUILTE, Secretary

George Landon
GEORGE LANDON, Commissioner