



# Highline Water District Minutes December 19, 2007

<p><b>COMMISSIONERS PRESENT</b>          Gerald R. Guite          Vince Koester          George Landon          Kathleen Quong-Vermeire          Daniel Johnson</p> <p><b>CONSULTANT(S) PRESENT</b></p>	<p style="text-align: right;"><b>STAFF PRESENT</b>          Matt Everett, General Manager          Thomas Keown, Engineering/Operations Manager          Debra Prior, Administrative Manager          Mary Fossos, Project Coordinator, CIPs          Polly Daigle, Project Coordinator, DEs</p> <p style="text-align: right;"><b>ATTORNEY(S) PRESENT</b>          John Milne</p>
<p><b>Note: Strikeouts indicate absence</b></p>	

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

Commissioner Landon's motion to approve the agenda was seconded by Commissioner Johnson and carried unanimously.

**3. CONSENT AGENDA**

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:** December 5, 2007

VOUCHERS		ELECTRONIC TRANSFER	
Maintenance	\$ 375,595.77	Payroll Tax	\$ 8,851.30
Construction	\$ 203,457.81	Direct Deposit	\$ 11,726.75
Construction	\$ \$41,404.58	Dept. of Retirement	\$ 8,489.99
Maintenance-Payroll	\$ 3,749.15	Dept. of Revenue – B & O Tax	\$ 46,652.37

Commissioner Johnson's motion to approve the consent agenda was seconded by Commissioner Landon and carried unanimously.

**4. RESOLUTIONS/MOTIONS/MINUTE ENTRIES**

Resolution 07-12-19A accepting as complete, the Pieper Short Plat developer extension. After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.

Resolution 07-12-19B awarding construction contract #07-70-19 to RP & Company for Project SW07-2 Thunderbird Drive Water Main Replacement. After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.



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## 4. RESOLUTIONS/MOTIONS/MINUTE ENTRIES

Commissioner Koester made a motion authorizing the General Manager or designee to sign a joint entity letter to King County Executive Ron Sims in regards to the proposed changes to the King County Comprehensive Plan and Code. After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Quong-Vermeire and carried unanimously.

## 5. PUBLIC INPUT

No members of the public attended the meeting.

## 6. STAFF / COMMISSIONERS / ATTORNEY INPUT

### **Matt Everett**

Matt commented on the following items from the Manager's Report of December 19, 2007:

- Matt asked the Commissioners to think about how much they would like the District to contribute to the 2008 funding of the Growth Management Planning Council. Matt said he would bring this up at a future Board meeting.
- Matt reminded the Board of the Commissioners' Workshop on January 5, 2008 in Lynnwood. Matt and Commissioner Koester will be speaking. Commissioners' Guite, Johnson and Quong-Vermeire will attend the workshop.
- Matt informed the Board that as a representative on the King County Emergency Management Advisory Committee, he will attend a meeting once a month during his two-year term.

### **Tom Keown**

- Tom informed the Board that Pump Station No. 6 is off-line for safety repairs. Staff is currently pumping water from Pump Station No. 1 to the 560 zone.

Tom informed the Board that Star Lake tank has been drained and cleaned. Some corrosion was found. District staff had the tank inspected. The corrosion will need to be addressed in about two years.

Project 07-2 McMicken Heights Production Well: Tom informed the Board that a preliminary engineering report is required by the Dept. of Health in order to go forward with this project. Tom said he would like to hire RH2 Engineering.

### **Kathleen Quong-Vermeire**

- Kathleen attended the *2007 Region 6 Critical Infrastructure Interdependencies Seminar* (Dec. 13-14) at Microsoft in Redmond. The seminar focused on transportation.
- Kathleen attended the *Multi-City (Burien, Des Moines, Normandy Park and Seatac)*



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**6. STAFF / COMMISSIONERS / ATTORNEY INPUT**


*Response to Catastrophic Disasters Seminar* held on December 17-18 at the Criminal Justice Training Center in Burien. Kathleen said the speaker; Major Tom Miner (Ret.) Pierce County Sheriff's Department was excellent. Kathleen said she would like to invite him to speak at a future WASWD Emergency Preparedness meeting.


There being no further business of the District, Commissioner Guite adjourned the meeting at 4:38 PM.

**BOARD OF COMMISSIONERS**

  
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**Gerald R. Guite, President**

  
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**Vince Koesfer, Secretary**

  
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**Daniel Johnson, Commissioner**

  
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**George Landon, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**