



Highline Water District
Minutes
 February 21, 2007

COMMISSIONERS PRESENT Gerald R. Guite Vince Koester George Landon Kathleen Quong-Vermeire Daniel Johnson CONSULTANT(S) PRESENT Steve Swank, Austin Appraisal	STAFF PRESENT Matt Everett, General Manager Thomas Keown, Engineering/Operations Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs Polly Daigle, Project Coordinator, DEs ATTORNEY(S) PRESENT John Milne
Note: Strikeouts indicate absence	

1. CALL TO ORDER

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

2. APPROVE AGENDA

Commissioner Johnson moved to approve the Agenda. Commissioner Quong-Vermeire 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 February 7, 2007 Regular Meeting

VOUCHERS		ELECTRONIC TRANSFER	
Maintenance	\$ 423,667.42	Payroll Tax	\$ 24,672.45
Construction	\$ 67,272.76	Direct Deposit	\$ 55,123.62
Maintenance-Payroll	\$ 5,336.96	Dept. of Retirement	\$ 6,951.64
		Dept. of Retirement Deferred Comp.	\$ 3,263.50

4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

Resolution 07-2-21A authorizing the General Manger to surplus real property (17461 Ambaum Blvd. S., Burien, WA). Steve Swank, with Austin Appraisal, briefly went over his appraisal report with the Board. After discussion, Commissioner Landon's motion to approve was seconded by Commissioner Johnson and carried unanimously.

Resolution 07-2-21B authorizing the General Manager to surplus equipment. After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Johnson and carried unanimously.

Resolution 07-2-21C to accept as complete Project SW06-2 HCC Fire Lane Extension & Water Main Replacement. After discussion, Commissioner Landon's motion to approve



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4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

was seconded by Commissioner Koester and carried unanimously.

Resolution 07-2-21D amending the Comprehensive Plan to allow extension of the Water District system (Normandy Place). After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.

Resolution 07-2-21E commending employee (Greg Wilson) for ten years of service. Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.

Resolution 07-2-21F to accept bid submitted by Tucci & Sons for Project 05-4 Military Rd. S. Water Main Replacement as part of the City of Seatac Road Improvement Project. After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Landon and carried unanimously.

5. PUBLIC INPUT

No members of the public attended the meeting.

6. STAFF / COMMISSIONERS / ATTORNEY INPUT

MATT EVERETT

Matt reviewed the following items from the Manager's Report of 2-21-07:

- Windstorm Expense Recovery (12/14/07-12/15/07) – Matt asked Commissioner Guite to sign a letter addressed to Donna J. Voss with the Washington Military Department, Emergency Management Division, designating him as the Designated Applicant Agent and Debbie Prior as the alternate agent for the “December 2006 Severe Storm” event. Matt said the purpose of the designation as authorized representatives is to obtain FEMA and State emergency disaster funds.
- Growth Management Planning Council (GMPC) and Regional Water Quality Committee (RWQC)/MWPAAC – On a motion duly made, seconded, and carried, the Board of Commissioners approved Highline Water District's participation in the staffing of the 2006-2007 GMPC/RWQC/MWPAAC and authorized the General Manager to commit \$1,000 for this endeavor.
- Small Claims Court (Claim #74-0233) - Svetlana Muzychuk, Plaintiff, vs. HWD – Matt will attend the court proceedings on Monday, February 26, 2007 at 1:30 PM. The Plaintiff is claiming being charged for water she did not use.
- Rotary Club of Des Moines -2007 Poverty Bay Wine Festival: Matt polled the Board to see if there was any interest in participating. The Board unanimously agreed not to participate.
- Matt attended King County Water District No. 54's (WD 54) Board meeting held on February 20, 2007. Matt explained to their Board Highline's position and



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6. STAFF / COMMISSIONERS / ATTORNEY INPUT

requirements for researching the feasibility of providing water storage to WD 54.

- Service Truck Bid Results – Matt went over the bid results with the Board. The service truck will be used by the Preventive Maintenance Crew and was approved for purchase in the 2007 Budget. The Board approved purchasing the service truck from the low bidder, Hiatt GMC of Tacoma.
- Matt distributed pocket-size District Information Cards to the Board and staff.

JERRY GUITE

- Water District No. 54 Storage Issues - Jerry asked Matt to make sure that all correspondence with Water District No. 54 is in writing.

DEBBIE PRIOR

- Thin Clients/Smart Board – Debbie informed the Board that the process is ongoing.
- Satellite TV vs. Comcast – Debbie updated the Board on the status of her research. Debbie said that satellite would be \$39.98 per month for local channels and cable news channels. Debbie said she is checking with local retailers on the cost to install a satellite dish and backup antenna.

TOM KEOWN

- Project 07-3 Weaver Water Main Replacement – A two-inch polyethylene pipe was installed down along the hillside by District crews in lieu of residents staying connected to the 6" AC. No leaks were detected in the existing 6" AC main, however, trace chlorine and fluoride (0.6ppm) was found in the water in the catch basin well below the road failure by the Weaver driveway. Staff will need to discuss issues with the City of Normandy Park, Burien-Normandy Park Fire Department and the homeowners.
- The District's standard monitoring plan (for carcinogens) required by the I.D.S.E., was approved by the E.P.A.
- MRHS Test Well – School District officials are reviewing the Right-of-Entry form and other documents that Highline Water District provided to them.
- Project 06-3 2008 Comprehensive Water System Plan - BHC Consultants and GHD Consultants will give a presentation on Asset Management at the 2/27/07 Workshop meeting.




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There being no further business of the District, Commissioner Guite adjourned the meeting at 5:07 PM.

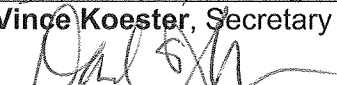
BOARD OF COMMISSIONERS



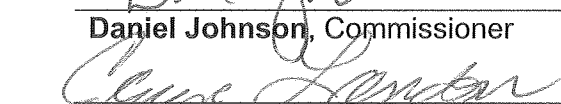
Gerald R. Guite, President



Vince Koester, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner