



# Highline Water District Minutes August 1, 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          (sick) 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 9:00 AM.

**2. APPROVE AGENDA**

Commissioner Quong-Vermeire's motion to approve the agenda was seconded by Commissioner Landon 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).

<b>MINUTES:</b>	July 18, 2007 Regular Meeting July 24, 2007 Workshop
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VOUCHERS		ELECTRONIC TRANSFER	
Maintenance	\$ 6,127.04	Dept. of Retirement	\$ 8,182.79
Maintenance	\$ 74,517.08	Dept. of L & I Tax	\$ 7,227.69
Construction	\$ 2,597.50	Dept. of Revenue – B & O Tax	\$ 52,865.62
Construction	\$ 140,118.77		

Commissioner Quong-Vermeire's motion to approve was seconded by Commissioner Johnson and carried unanimously.

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

Resolution 07-8-1A awarding asphalt and concrete maintenance contract #07-50-12 to AA Asphaltting, Inc. After discussion, Commissioner Quong-Vermeire's motion to approve was seconded by Commissioner Landon and carried unanimously.

Resolution 07-8-1B authorizing the release of easements and a Bill of Sale in the Port of Seattle buy-out area within the City of Des Moines. After discussion, Commissioner Landon's motion to approve was seconded by Commissioner Koester and carried unanimously.

**5. PUBLIC INPUT**

No members of the public attended the meeting.



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

MATT EVERETT

*Matt reviewed the following items from the Manager's Report of August 1, 2007:*

- Matt attended the Seattle Operating Board (S.O.B.) retreat held on July 31, 2007. Matt said that the S.O.B. will be working on the following items over the next five years: 1) Conservation Program with potential incentives and disincentives; 2) Increased attention on Emergency Preparedness with a possible Coordinator position; and 3) New long-term contracts with seven (7) water agencies that have not signed a new contract with SPU.
- Matt informed the Board that the District's janitor (Hav) gave his notice. Matt said Hav is a hard worker and will be not be easy to replace.

DEBBIE PRIOR

- Debbie emailed the Board the response from Mike Smith (King County Investment Pool) regarding clarification of the "Fair Market Valuation." Debbie said Mike would be willing to come to a Board meeting to explain this issue in further detail.
- Debbie said the "Smart Board" is installed but needs cabling for access to the internet/network.

JERRY GUILTE

- Jerry asked Matt what were the markings on First Avenue South, south of S. 200th St. Matt said he would find out and report back to the Board.

KATHLEEN QUONG-VERMEIRE

- Kathleen attended the Seattle Operating Board (SOB) retreat held on July 31, 2007. Kathleen said it was well-run and some of the topics discussed were:
  - (1) SPU's Emergency Preparedness;
  - (2) Ways to Improve Communications;
  - (3) SPU Emergency Preparedness liaison for Normandy Park, Burien, Seatac and Des Moines; and
  - (4) By-Laws.



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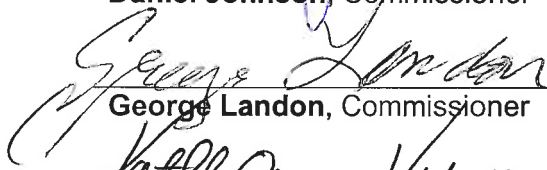
There being no further business of the District, Commissioner Guite adjourned the meeting at 9:45 AM.

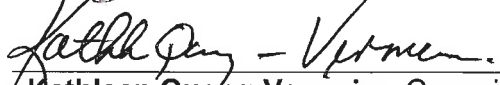
**BOARD OF COMMISSIONERS**

  
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**Gerald R. Guite, President**

  
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**Vince Koester, Secretary**

  
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**Daniel Johnson, Commissioner**

  
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**George Landon, Commissioner**

  
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**Kathleen Quong-Vermeire, Commissioner**