



**Highline Water District  
Minutes  
September 5, 2007**

**COMMISSIONERS PRESENT**

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

**CONSULTANT(S) PRESENT**

**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 9:00 AM.

**2. APPROVE AGENDA**

Commissioner Koester'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).

**MINUTES:** August 15, 2007 Regular Meeting; August 28, 2007 Workshop

VOUCHERS		ELECTRONIC TRANSFER	
Maintenance	\$ 267,679.75	Payroll Tax	\$ 21,856.92
Construction	\$ 131,945.82	Payroll Tax	\$ 22,698.49
		Direct Deposit	\$ 57,318.26
		Direct Deposit	\$ 60,820.30
		Dept. of Retirement	\$ 8,020.39
		Dept. of Retirement – Deferred Comp.	\$ 2,738.50
		HRA VEBA	\$ 375.00
		Dept. of Revenue – B & O Tax	\$ 70,777.75

Commissioner Quong-Vermeire's motion to approve the consent agenda was seconded by Commissioner Koester and carried unanimously.

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

Resolution 07-9-5A awarding contract to Coquina Sand & Fill to provide media (anthracite and greensand) for the Des Moines Treatment Plant (pressure vessels 1, 2 and 3). 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.



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6. STAFF / COMMISSIONERS / ATTORNEY INPUT

MATT EVERETT

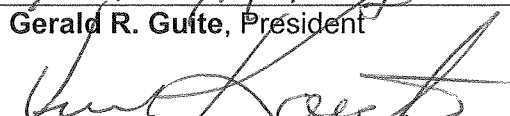
*Matt reviewed the following items from the Manager's Report of September 5, 2007:*

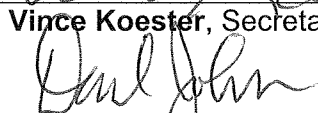
- Punjab Plat – Matt distributed to the Board a letter he sent on August 29, 2007, to Larry Blanchard, Public Works Director for the City of Kent, regarding their scheduled meeting on September 5, 2007 to discuss the water service issue for the property located at 3448 Military Road South.
- WASWD Fall Conference - Spokane (9/19/07-9/21/07): Matt gave Commissioners' Guite and Quong-Vermeire their travel advance funds. Debbie asked the Commissioners' to provide a travel recap upon their return.
- PWTF Construction Loan Applications: Matt distributed to the Board the Public Works Board 2008 Final Recommended Construction Loan List for 2008. Matt informed the Board that the District should receive funds for the construction of Project 07-1 490 Zone Transmission Main and Pressure Reducing Improvements. The construction application for Project 07-2 McMicken Heights Production Well was rejected due to lack of funds.


There being no further business of the District, Commissioner Guite adjourned the meeting at 9:23 AM.

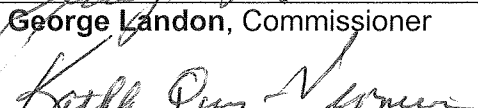
BOARD OF COMMISSIONERS

  
Gerald R. Guite, President

  
Vince Koester, Secretary

  
Daniel Johnson, Commissioner

  
George Landon, Commissioner

  
Kathleen Quong-Vermeire, Commissioner