



Highline Water District Minutes January 16, 2008

<p>COMMISSIONERS PRESENT Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire CONSULTANT(S) PRESENT Len Madsen, City of Des Moines</p>	<p style="text-align: right;">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</p>
<p>Note: Strikeouts indicate absence</p>	

1. CALL TO ORDER

Commissioner Guite called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Commissioner Landon's motion to approve the Agenda was seconded by Commissioner Johnson and 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: January 2, 2008

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	01/11/08	009733 - 009793	\$138,664.11
Maintenance	09-075-0010	01/22/08	009794 - 009859	\$278,752.61
Construction	09-075-3030	01/11/08	900934 - 900939	\$60,533.23
Construction	09-075-3030	01/22/08	900940 - 900947	\$202,183.07

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	01/11/08	01/23/08	\$26,144.80
Direct Deposit	09-075-0010	01/11/08	01/18/08	\$65,213.07
Dept of Retirement	09-075-0010	12/28/07	01/15/08	\$8,351.05
Dept of Retirement – Deferred Comp	09-075-0010	01/11/08	01/18/08	\$2,778.32
HRA – VEBA	09-075-0010	01/11/08	01/18/08	\$2,501.50

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

4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

Resolution 08-1-16A adopting the Water Use Efficiency Goals. After discussion, Commissioner Landon's motion to approve was seconded by Commissioner Quong-Vermeire and carried unanimously.



Highline Water District Minutes January 16, 2008

4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

Resolution 08-1-16B accepting as complete Project 07-2 McMicken Heights Production Well. After discussion, Commissioner Johnson's motion to approve was seconded by Commissioner Quong-Vermeire and carried unanimously.

Resolution 08-1-16C amending the Comprehensive Plan to allow extension to the water system (Blueberry Lane). After discussion, Commissioner Landon's motion to approve was seconded by Commissioner Quong-Vermeire and carried unanimously.

Resolution 08-1-16D accepting as complete Project 03-2 City of Kent PHS HOV Lanes/HWD Water Main Replacement/Relocation. After discussion, Commissioner Quong-Vermeire's motion to approve was seconded by Commissioner Guite and carried unanimously.

Resolution 08-1-16E accepting as complete Project 07-3 Weaver Water Main Replacement (Pipe Bursting). After discussion, Commissioner Koester's motion to approve was seconded by Commissioner Quong-Vermeire and carried unanimously.

Resolution 08-1-16F accepting as complete Project 06-4 Security Upgrades, Phase 3, Schedules A and B. After discussion, Commissioner Quong-Vermeire's motion to approve was seconded by Commissioner Guite 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 1-16-08:

- 2" Irrigation Meter at 16th Ave. S., Des Moines – Matt distributed a letter to the Board from Grant Fredricks, City of Des Moines Public Works Director, in which he requested that Highline Water District install a 2" irrigation meter at no cost because the City waived the permit fees for this project.

Mary distributed an example (Project 05-2) showing how the Des Moines C-1 Right-of-Way Use permit was calculated if the same formula was used for the 16th Ave. S. project, the actual permit fee would have been \$6,460.00. The time and materials cost for Highline to install the 2" irrigation meter is \$10,153.15 and the general facility charge is \$16,800.00.

Len Madsen, Project Manager, City of Des Moines, attended the meeting and asked the Board on behalf of Mr. Fredricks if they would consider waiving or reducing the fees for the District to install the meter.

After discussion, the Board asked Matt to discuss any potential legal ramifications with the District's attorney and also requested he ask for an opinion from the state auditor. The Board thanked Mr. Madsen for his input and said they would take this issue under advisement and discuss further at the 1/22/08 workshop meeting.

- Matt attended the WASWD Government Relation Committee Meeting this morning at the WASWD office. The following legislative items were discussed: (1) Amending RCW 53 which currently gives Ports the authority to provide water service on their property regardless of



**Highline Water District
Minutes
January 16, 2008**

6. STAFF / COMMISSIONERS / ATTORNEY INPUT

current service boundaries. (2) Electronic recordings of executive sessions. Matt said the recordings would have to be saved for a period of two years and not all information would be available to the public. (3) Administrative changes regarding Commissioners' "per diem" pay is moving forward. (4) Legislation regarding fire sprinkler systems in homes is also moving forward.

- King County Investment Pool: Matt informed the Board that he will attend a meeting tomorrow (1/17/08) at Northshore Utility District. KCIP manager, Ken Guy, will be in attendance to discuss potential losses. Matt said he would update the Board at the Workshop meeting on 1/22/08.

DEBBIE PRIOR

- Debbie informed the Board that the Harris Select A/P database was completely restored.
- Debbie informed the Board that the mileage allowance was increased from .485 to .505.
- Debbie will update the Board on the dome ceiling issue at the workshop meeting (1/22/08).

KATHLEEN QUONG-VERMEIRE


- Kathleen informed the Board and staff that she passed the following emergency management courses: ICS-100 Introduction to ICS; ICS-200 ICS for Single Resources and Initial Action Incidents; and IS-700 National Incident Management System (NIMS), An Introduction. The Board and staff commended her for her achievement.

TOM KEOWN

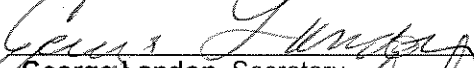
- Project SW07-2 Thunderbird Drive Water Main Replacement – Tom informed the Board that the District received a proposal from RP & Company (General Contractor) to overlay the entire road in lieu of a half-street overlay. The District's attorney was drafting a Memorandum of Understanding between Highline and the City of Des Moines. The City of Des Moines will pay the difference for the full street overlay. The Board was agreeable to this contract revision.

There being no further business of the District, Commissioner Koester adjourned the meeting at 5:15 PM.

BOARD OF COMMISSIONERS



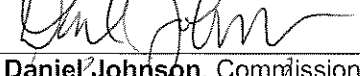
Vince Koester, President



George Landon, Secretary



Gerald R. Guite, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner