



Highline Water District Minutes December 3, 2008

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

1. CALL TO ORDER

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

2. APPROVE AGENDA

Commissioner Johnson's motion to approve the Agenda as presented was seconded by Commissioner Guite 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: November 19, 2008 Regular Meeting					
November 25, 2008 Workshop Meeting					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	12/09/08	011041 - 011082	\$ 64,602.28	
Construction	09-075-3030	12/09/08	901033 -	\$ 5,919.91	
Maintenance - Payroll	09-075-0010	12/05/08	302257 -	\$ 383.71	
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	11/14/08	11/26/08	\$ 21,169.02	
Payroll Tax	09-075-0010	11/28/08	12/10/08	\$ 23,254.97	
Direct Deposit	09-075-0010	11/14/08	11/21/08	\$ 58,286.91	
Direct Deposit	09-075-0010	11/28/08	12/05/08	\$ 63,223.32	
Dept of Retirement – Deferred Comp	09-075-0010	11/14/08	11/21/08	\$ 2,938.00	
Dept of Retirement – Deferred Comp	09-075-0010	11/28/08	12/05/08	\$ 2,938.00	
HRA VEBA	09-075-0010	11/14/08	11/21/08	\$ 2,501.50	
HRA VEBA	09-075-0010	11/28/08	12/05/08	\$ 2,529.50	
Dept of Retirement	09-075-0010	11/14/08	12/15/08	\$ 11,230.39	
Dept of Retirement	09-075-0010	11/28/08	12/15/08	\$ 11,719.34	
Dept of Revenue – B&O Tax	09-075-0010	10/31/08	11/26/08	\$ 51,679.43	
Commissioner Landon's motion to approve the Consent Agenda as presented was seconded by Commissioner Johnson and carried unanimously.					




**Highline Water District
Minutes
December 3, 2008**

- 3A. EXIT CONFERENCE – WASHINGTON STATE AUDITOR (Chris Kelly, Michael Pursley)**
State Auditor Chris Kelly distributed the Washington State Auditor's Office Exit Conference 2007 Exit Conference Audit Reports to the Board of Commissioners and staff. Mr. Kelly stated that the District had another clean audit with no findings or recommendations. Mr. Kelly said the District would receive an Accountability Report and an Opinion of Financial Statement Reports. Mr. Kelly thanked management and staff for all their assistance and professionalism.
- 4. RESOLUTIONS / MOTIONS**
No resolutions.
- 5. PUBLIC INPUT**
Jeff Owens, Union Representative, Plumbing and Pipefitters Local 32 was present but did not address the Board.
- 6. STAFF / COMMISSIONERS / ATTORNEY INPUT**
Matt Everett
Matt reviewed the following item(s) from the General Manager's Report of 12/03/08:
- Matt and Debbie reviewed the final 2009 draft budget with the Board of Commissioners. A resolution to adopt the budget will be brought to the Board at the 12/17/08 meeting. Matt invited Board members to contact him with any questions or comments about the proposed 2009 budget over the next two weeks prior to approving it at the December 17, 2008 Board meeting.
 - Matt informed the Board that Greg Hogue had resigned from the District. The open job position of Inventory/Purchasing Specialist has been posted internally. Matt said the position will remain non-union as it has always been.

There being no further business of the District, Commissioner Koester adjourned the meeting at 9:42 AM.

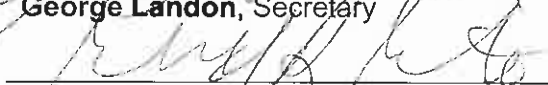
BOARD OF COMMISSIONERS




Vince Koester, President



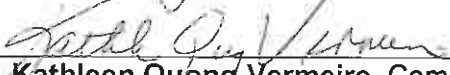
George Landon, Secretary



Gerald R. Guite, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner