



Highline Water District Minutes April 16, 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, Engineering/Operations 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 4:00 pm.

2. APPROVE AGENDA

Commissioner Johnson's motion to approve the Agenda was seconded by Commissioner Landon 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: April 16, 2008 Regular Meeting
 April 22, 2008 Workshop

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/18/08	010172 -	\$ 4,913.48
Maintenance	09-075-0010	04/22/08	010173 010235	\$ 494,992.89
Construction	09-075-3030	04/22/08	900972 - 900978	\$ 273,788.45
Maintenance - Payroll	09-075-0010	04/11/08	302547	\$ 414.24

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	04/04/08	04/16/08	\$ 23,215.12
Direct Deposit	09-075-0010	04/04/08	04/11/08	\$ 60,637.78
Dept of Retirement	09-075-0010	04/04/08	05/15/08	\$ 8,492.76
Dept of Retirement - Deferred Comp	09-075-0010	04/04/08	04/11/08	\$ 2,888.00
HRA - VEBA	09-075-0010	04/04/08	04/11/08	\$ 2,501.50
Dept of Labor & Industries - L&I Tax	09-075-0010	03/31/08	04/30/08	\$ 8,646.86

Commissioner Quong-Vermeire's motion to approve the Consent Agenda as presented was seconded by Commissioner Landon and carried unanimously.

4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

Resolution 08-4-16A authorizing amendment to the Comp Plan to allow extension to the water district system (SeaTac Fire Station). After discussion, Commissioner Quong-Vermeire's motion to approve was seconded by Commissioner Johnson and carried unanimously.

Resolution 08-4-16B authorizing the acquisition of software license and the implementation, support and maintenance of the Government E-Management Solutions (GEMS) financial software from the N. Harris Computer Corporation. After discussion, Commissioner Johnson's



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4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

motion to approve with the provision that the General Manager does not execute the contract until the indemnity insurance language is deemed acceptable. The motion was seconded by Commissioner Guite and carried unanimously.

5. PUBLIC INPUT

No members of the public present.

6. STAFF / COMMISSIONERS / ATTORNEY INPUT

MATT EVERETT

Matt reviewed the following item(s) from the Manager's Report of 4-16-08:

- Matt received an email from Eric Clarke, WD54 Manager, regarding the potential purchase of a 40-year old unused HWD water main located at approximately S. 216th St. Mr. Clarke stated it would be in the best interest of WD54 to replace the main in lieu of purchasing Highline's main.
- Matt informed the Board of the following items to be discussed at the 4/22/08 Workshop:
 - (1) Pump Station No. 5 re: Building Status
 - (2) Bow Lake Tank Site re: Fence Line vs. Property Line
- Matt informed the Board that the Port of Seattle (POS) has completed the surplus process for the 800 ft. of 8" water main located at approximately S. 160th St. The POS is ready to convey the water main to Highline Water District with a bill of sale and easement.
- Matt distributed to the Board a memorandum dated 4/14/08 from the AWWA Washington Water Utilities Council WWCU regarding Municipal Water Rights. Matt stated that he and Tom will meet with Mike Ruark, Water Rights Attorney, Inslee, Best, Doezie & Ryder, P.S. and Jim Bucknell, Water Rights Expert, RH2 Engineering, Inc., on Monday, April 21, 2008, to discuss water rights issues.

KATHLEEN QUONG-VERMEIRE

- Commissioner Quong-Vermeire attended the Partners in Emergency Preparedness Conference held in Tacoma on April 1-2, 2008. Kathleen recommended to the Commissioners to get involved with the program.

DAN JOHNSON

- Dan requested an email with Tom's comments regarding Dan Caldwell's "open-letter to the Port of Seattle and the Department of Ecology" entitled *Give Highline clean water* that was published in the Highline Times on April 9, 2008.

DEBBIE PRIOR

- Debbie distributed the Rate Adjustment Notice to the Board for their review/comments.
- Debbie informed the Board that she is working with the Snap-Tex representative to schedule the work for the dome ceiling.
- Debbie informed the Board that Barak with Lighthouse Consulting will give a demonstration at the 4/22/08 Workshop regarding how-to-access and use their HWD email addresses.



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6. STAFF / COMMISSIONERS / ATTORNEY INPUT

VINCE KOESTER

- Commissioner Koester said he wanted to wait until after the 4/28/08 WASWD meeting to make a decision whether or not a letter from the HWD Board will be sent to the President of WASWD expressing the Boards' concerns regarding the executive director.

TOM KEOWN


- Project 06-2 Hidden Valley Water Main Replacement – Tom informed the Board that Trenchless (3rd boring subcontractor) is currently mobilizing and will start the bore on Monday, April 21, 2008.

There being no further business of the District, Commissioner Koester adjourned the meeting at 4:45 PM.

BOARD OF COMMISSIONERS



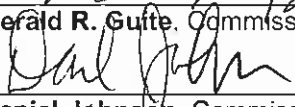
Vince Koester, President



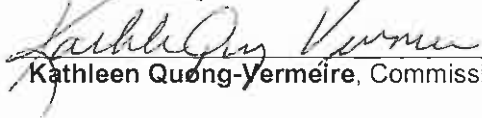
George Landon, Secretary



Gerald R. Gutte, Commissioner



Daniel Johnson, Commissioner



Kathleen Quong-Vermeire, Commissioner