



# Highline Water District Minutes May 21, 2008

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

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

Commissioner Guites's motion to approve the Agenda as presented 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:** May 7, 2008 Regular Meeting

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	05/19/08	010297	\$ 4,945.88
Maintenance	09-075-0010	05/27/08	010298 - 010346	\$ 301,111.93
Construction	09-075-3030	05/27/08	900981	\$ 2,982.00

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	05/16/08	05/28/08	\$ 22,913.33
Direct Deposit	09-075-0010	05/16/08	05/23/08	\$ 60,312.38
Dept of Retirement	09-075-0010	05/16/08	06/13/08	\$ 8,708.30
Dept of Retirement – Deferred Comp	09-075-0010	05/16/08	05/23/08	\$ 2,988.00
HRA – VEBA	09-075-0010	05/16/08	05/23/08	\$ 2,501.50
Dept of Revenue – B&O Tax	09-075-0010	04/30/08	05/28/08	\$ 45,157.77

After discussion, Commissioner Guite's motion to approve the Consent Agenda as presented was seconded by Commissioner and carried unanimously.

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

- Resolution 08-5-21A to accept developer extension as complete (Brittany Park Apartments). After discussion, Commissioner Landon's motion to approve was seconded by Commissioner Guite and carried unanimously.
- Resolution 08-5-21B to accept developer extension as complete (MasterPark Garage). After discussion, Commissioner Guite's motion to approve was seconded by Commissioner Landon and carried unanimously.



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#### 4. RESOLUTIONS / MOTIONS / MINUTE ENTRIES

- Resolution 08-5-21C to to authorize the General Manager to enter into a revised Interlocal Agreement with the City of Des Moines for the use of certain District Property located at the District's North Hill Water Storage Tank for City Parks and Recreation purposes. After discussion, Commissioner Landon's motion to approve was seconded by Commissioner Johnson 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 5/21/08:*

- Cingular Wireless, Lessee at McMicken Heights Tank, submitted a lease extension request with revised terms. The Board was unanimous in denying Cingular's request. District staff will respond to Cingular.
- Commissioner/Staff Pictures – Matt will schedule the photographer prior to the July Workshop meeting.
- Growth Management Planning Council (GMPC) funding – Matt received a letter from Ron Sheadel, General Manager, Cedar River Water & Sewer, requesting additional funds to help pay Roth Hill for their services. Highline has already agreed to continue to perform the accounting support for staffing needs. After discussion, the Board asked Matt to keep them informed of the status of the funding before authorizing additional funds.
- WASWD Retrospective Rating (L & I Insurance) – Matt informed the Board that the District will receive a refund of \$9,705.12, which was based on membership districts' safety records.
- Matt informed the Board that Fred Delvecchio, Director of the Washington Environmental Training Center (WETRC), is retiring. A retirement open house for Fred is scheduled for Thursday, June 5, 2008 at Green River Community College from Noon to 4:00 PM.

##### DEBBIE PRIOR

- Snap-Tex is working on the dome to improve the acoustics in the Board room.
- State of Washington WSCA Program (Political Subdivision Request to Participate Form)  
Debbie asked President Koester and Commissioner Landon to sign the Certificate of Authority on behalf of the District to certify authorized employees that will be using District's credit card for District business.

##### VINCE KOESTER

- Commissioner Koester recommended acknowledging the District's Tapping Team members with a Certificate of Recognition for all of their time and effort. Matt will have staff prepare the certificates to be presented at tomorrow's All-Staff meeting.

##### TOM KEOWN

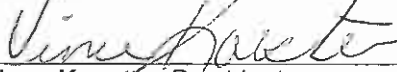
- Project 06-2 Hidden Valley – The HDPE main is in the ground. Testing and filling will be completed this Friday. The system will be operational by next Tuesday, May 27, 2008. Restoration will take approximately two weeks to complete. The overlay will be done after the restoration (weather dependent).





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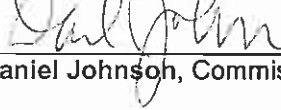
There being no further business of the District, Commissioner Koester adjourned the meeting at 4:34 PM.

**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Vince Koester, President

  
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George Landon, Secretary

  
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Gerald R. Guite, Commissioner

  
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Daniel Johnson, Commissioner

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Kathleen Quong-Vermeire, Commissioner