



Highline Water District Workshop Minutes December 22, 2009

COMMISSIONERS PRESENT

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

CONSULTANT PRESENT

STAFF PRESENT

Matt Everett, General Manager
Debra Prior, Administrative Manager
Jeremy DelMar, Engineering Manager
Mary Fossos, Project Coordinator, CIPs

ATTORNEY PRESENT

John Milne

Note: Strikeouts indicate absence

1. **CALL TO ORDER**

President Johnson called the meeting to order at 9:00 AM.

2. **APPROVE AGENDA**

Commissioner Guite made a motion to approve the agenda as presented. Commissioner Landon seconded and the motion carried unanimously.

3. **HWD TRAVEL POLICY**

Matt and Debbie distributed a draft revision of HWDC Chapter 2.10 Travel and the current travel procedures to the Board and staff to discuss. Also distributed were several examples of other local water/sewer district policies. After discussion, the Board unanimously agreed with the proposed revisions in Section(s) 2.10.010 Local Conference Attendance @ District Expense; 2.10.020 Regional and National Conferences; 2.10.030 Registration/Reimbursement; 2.10.040 Restrictions. Matt will bring a resolution to the Board in January 2010 to authorize the revisions to the HWDC.

4. **OTHER**

- ◆ Project 06-1 Southcenter Pkwy Extension – Matt and Jeremy will meet with Mark Segale tomorrow (12/23/09) to discuss the costs relating to three (3) PRV stations, a four block area on Orillia Road and a levy to be constructed adjacent to a District water main.
- ◆ Normandy Park Application for Water Right – Jeremy informed the Board that the letter from the Board was submitted to the Department of Ecology.
- ◆ Normandy Park Resident Surcharge - Highline Water District took over the northwest portion of the old Normandy Park Water Company (a privately-held corporation), and a surcharge was established in lieu of the Local Facility Charge. The monthly rate is \$3.00 and will end February 2019.
- ◆ Water Sector Coordinating Council (WSCC) – Matt informed the Board that he attends the meetings held by the WSCC and their focus is to raise the importance level of water districts in Washington State.
- ◆ Seattle Operating Board – Matt announced that he would be the Chair for 2010.




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4. OTHER

- Bidding Laws – Matt said he would invite Dan Lawson (Construction Attorney) to a future Board meeting to discuss and answer questions about the state bidding laws.
- Project 08-1 Salt Air Hills Water Main Replacement – Jeremy said that Highline and Midway staff are conferring with PACE Engineers and legal counsel prior to responding to Pivetta Construction,
- Status of HWD potential Water Purchase from Lakehaven – Matt stated that Dan Swenson (SPU) would schedule a meeting with Matt and Jeremy to discuss the requirements based on the District's contract with SPU. HWD would need the Seattle Operating Board's permission to purchase water from another water purveyor.
- WASWD – Jerry Guite discussed some issues raised at the last WASWD Board meeting; the ethics policy, managers' vote, and a potential utility tax added by the Cities. The Commissioners talked about these issues without any action taken.

There being no further business of the District, President Johnson adjourned the meeting at 10:30 a.m.

BOARD OF COMMISSIONERS



Daniel Johnson, President



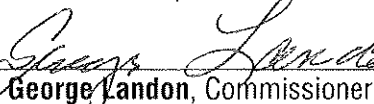
Kathleen Quong-Vermeire, Secretary



Gerald R. Guite, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner