



# Highline Water District Minutes March 18, 2009

<b>COMMISSIONERS PRESENT</b> Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire <b>CONSULTANT(S) PRESENT</b>	<b>STAFF PRESENT</b> Matt Everett, General Manager Jeremy DelMar, Engineering 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 Johnson called the meeting to order at 9:00 a.m.

**2. APPROVE AGENDA**

Commissioner Landon'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: March 4, 2009 Regular Meeting**

Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	03/24/09	011421	- 011485	\$ 344,355.11
Construction	09-075-3030	03/24/09	901050	- 901056	\$ 155,753.05
Maintenance - Payroll	09-075-0010	03/13/09	302289	-	\$ 671.41
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	03/06/09	03/18/09	\$	22,992.36
Direct Deposit	09-075-0010	03/06/09	03/13/09	\$	64,749.51
HRA -VEBA	09-075-0010	03/06/09	03/13/09	\$	2,701.00
Dept of Retirement - Deferred Comp	09-075-0010	03/06/09	03/13/09	\$	2,971.50
Dept of Retirement	09-075-0010	03/06/09	04/15/09	\$	11,915.75
Commissioner Landon's motion to approve the Consent Agenda as presented was seconded by Commissioner Guite and carried unanimously.					

**3A. DISCUSSION - WASHINGTON ASSOCIATION OF SEWER AND WATER DISTRICTS  
Maury Hood, President, WASWD Board of Directors**

The Board and the General Manager discussed their concerns regarding the direction of the Association and the responsibilities of the Board and of the Executive Director. President Johnson thanked Mr. Hood for taking the time to discuss their concerns with



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the Board and staff. Mr. Hood thanked the Board for their input and will work to improve the Association.

#### 4. RESOLUTIONS / MOTIONS

Resolution 09-3-18A accepting developer extension as complete (Redondo Fred Meyer). Commissioner Landon's motion to approve was seconded by Commissioner Quong-Vermeire and after discussion, the motion carried unanimously.

Resolution 09-3-18B authorizing Amendment #1 to Construction Management Contract #08-80-13 with RH2 Engineering, Inc. for Project 08-2 HWD Headquarters Standby Emergency Power Upgrade. Commissioner Koester's motion to approve was seconded by Commissioner Landon and after discussion, the motion carried unanimously.

Resolution 09-3-18C authorizing Contract Revision #1 to construction contract #08-70-12 with Milne Electric, Inc. for Project 08-2 HWD Headquarters Standby Emergency Power Upgrade. Commissioner Koester's motion to approve was seconded by Commissioner Landon and after discussion, the motion 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 General Manager's Report of 3/18/09:*

- Jeremy informed the Board that the District was contacted by SPU on 3/13/09 regarding two routine samples that tested positive for ecoli; one in Mercer Island and one in Highline. The District notified the Dept. of Health and resampled. SPU also tested at all seven of Highline's sample stations in addition to 40 other stations. The results of all of the secondary testing were negative for ecoli. Jeremy stated that the integrity of Highline's system was never compromised. The most likely explanation of the one positive test result in Highline is human error on the part of the SPU staff who took the sample. The positive result will be noted in the District's 2009 CCR. Jeremy said the District will follow up with SPU and DOH.
- Smout/Henderson Property Damage Claim (Hidden Valley Water Main Replacement)  
Matt distributed emails from Smout/Henderson along with photos of their mailbox, gatebox and the patch done on their driveway. Smout/Henderson informed Matt that they would no longer deal with Mike Waldner (Kar-Vel Construction) only Highline. Matt said he would respond to Smout/Henderson stating the District's position.
- Project 07-1 490 Zone Water System Improvements  
Matt informed the Board that the District wants to add an additional 1,700 LF of water main to the 490 Zone Project. Matt, Jeremy and Dave are in discussions with Pete Landry, Normandy Park Public Works Department, regarding the installation of trench drain (along the water main). This joint effort would save the District money via less asphalt work.



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**6. STAFF / COMMISSIONERS / ATTORNEY INPUT**

- HWD 2008 Comprehensive Water System Plan – Matt informed the Board that the District's comp plan was on the King County-U.T.R.C. agenda and received a recommendation for approval from the UTRC at the King County-U.T.R.C. meeting today. The plan will now be forwarded to the King County Council for approval within the next two months.

**Debbie Prior**

- Debbie informed the Board that the 4<sup>th</sup> Quarter Financial Report will be brought before the Board at the 3/24/09 Workshop meeting.

There being no further business of the District, Commissioner Johnson adjourned the meeting at 5:42 PM.

**BOARD OF COMMISSIONERS**

Daniel Johnson, President

Kathleen Quong-Vermeire, Secretary

Gerald R. Guite, Commissioner

Vince Koester, Commissioner

George Landon, Commissioner