



# Highline Water District Minutes June 3, 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 <del>Polly Daigle, Project Coordinator, DEs</del> Mary Fossos, Project Coordinator, CIPs <b>ATTORNEY(S) PRESENT</b> <del>John Milne</del> Dawn Reitan
Note: Strikeouts indicate absence	

**1. CALL TO ORDER**

President 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 Koester. The motion 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).

<b>Minutes: May 20, 2009 Regular Minutes</b> <b>May 26, 2009 Workshop Minutes</b>					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	06/09/09	011748	-	011784 \$ 70,075.54
Construction	09-075-3030	06/09/09	901070	-	901075 \$ 622,039.17
Construction	09-075-3030	06/09/09	901076	-	901077 \$ 266,723.93
Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	05/15/09	05/27/09	\$ 22,589.78	
Direct Deposit	09-075-0010	05/15/09	05/22/09	\$ 63,617.42	
HRA -VEBA	09-075-0010	05/15/09	05/22/09	\$ 2,726.00	
Dept of Retirement - Deferred Comp	09-075-0010	05/15/09	05/22/09	\$ 3,196.50	
Dept of Retirement	09-075-0010	05/15/09	06/15/09	\$ 12,069.48	
Dept of Revenue	09-075-0010	04/30/09	05/27/09	\$ 44,027.61	
Commissioner Koester's motion to approve the Consent Agenda as presented was seconded by Commissioner Landon. The motion carried unanimously.					



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**4. RESOLUTIONS/MOTIONS**

Resolution 09-6-3A accepting developer extension as complete (Midway Elementary School). Commissioner Landon's motion to approve was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

Resolution 09-6-3B accepting developer extension as complete (Heritage Plaza). Commissioner Koester's motion to approve was seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Resolution 09-6-3C authorizing amendment to Comprehensive Plan to allow extension to the water district system (Scocollo – Pod A). Commissioner Koester's motion to approve was seconded by Commissioner Landon. After discussion, the motion carried unanimously.

Resolution 09-6-3D commending employee (Debbie Prior) for fifteen years of service. Commissioner Koester's motion to approve was seconded by Commissioner Landon. The motion carried unanimously.

Commissioner Landon's motion to authorize the General Manager to enter into an agreement with Superior Asphalt Maintenance, Inc. for road restoration (asphalt and concrete) for the S. 200<sup>th</sup> Street main abandonment project was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

Commissioner Koester's motion to authorize the General Manager on behalf of Highline Water District to contribute \$2,500 plus District staff time for accounting support to the King County Growth Management Planning Council (GMPC), the Regional Water Quality Committee (RWQC) and the Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC). The motion was seconded by Commissioner Landon. After discussion, the motion to contribute \$2,500 to assist with staffing of the GMPC, RWQC and the MWPAAC carried unanimously (reference 6/3/09 General Manager's report).

**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 6/3/09:*

- Matt distributed a letter from Ray Hoffman, Acting Director, SPU, confirming that they are suspending the demand metering program for 2009.



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**Kathleen Quong-Vermeire**

- Kathleen informed the Board and staff that she attended the "Elected Only" meeting held at the King County Office of Emergency Management. The topic of the meeting was a presentation and discussion of the Green River and the Hansen Dam. Kathleen suggested that HWD purchase additional sand to assist other jurisdictions in the event of flooding.

**Jeremy DeMar**

- Unoccupied Apartment Building Arson Fire in Seatac – Jeremy informed the Board about an apartment fire in the S. 193<sup>rd</sup> Block & Pacific Hwy. S. Seatac Fire Chief Meyer complimented the District for having a water system that functioned so well. Chief Meyer will submit the water usage for fighting the fire.

The District did receive two water quality complaints. District crews flushed the mains.

- Project 08-1 Salt Air Hills - Asphalt issue settled with Pivetta Bros. Contract revision to follow at a future date. Pivetta is installing services and hydrants.
- Project 07-1 490 Zone Water System Improvements - Buno Construction is working at 24<sup>th</sup> Ave S. & S. 232<sup>nd</sup> St and installing services at SW 182<sup>nd</sup> St. & 4<sup>th</sup> Ave. S. Buno has installed approximately 6,000 LF of water main to-date.
- SPU Debriefing on E. coli - Mike Becker, Jeremy and Matt attended the debriefing last week (5/27/09) at SPU. The cause of the detection was not determined, i.e., human error, human or animal waste. Jeremy said that SPU will schedule a table top exercise for multiple jurisdictions to practice emergency response in the event of a regional water quality event.

**Debbie Prior**

- Debbie distributed to the Board and staff the King County Investment Pool Newsletter.
- Debbie informed the Board that the Department of Retirement is lowering the contribution rate for employees and the District. Effective July 1, 2009, employees will save 1.56% and the District will save 3.02%.
- Debbie informed the Board that Barak (Lighthouse) added a shortcut to access their District email accounts.



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There being no further business of the District, President Johnson adjourned the meeting at 9:46 AM.

**BOARD OF COMMISSIONERS**

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**Daniel Johnson, President**

A handwritten signature in cursive script, appearing to read "Kathleen Quong-Vermeire", written over a horizontal line.

**Kathleen Quong-Vermeire, Secretary**

A handwritten signature in cursive script, appearing to read "Gerald R. Guite", written over a horizontal line.

**Gerald R. Guite, Commissioner**

A handwritten signature in cursive script, appearing to read "Vince Koester", written over a horizontal line.

**Vince Koester, Commissioner**

A handwritten signature in cursive script, appearing to read "George Landon", written over a horizontal line.

**George Landon, Commissioner**