



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes March 5, 2025

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Polly Daigle	Jeremy DelMar, General Manager	CONSULTANTS	
Todd Fultz	Anne Paige, Finance/Admin Manager		
Daniel Johnson	Phil Hite, Operations Manager		
Vince Koester	Logan Wallace, Engineering Supervisor		
Kathleen Quong-Vermeire		GUESTS	

1. CALL TO ORDER

President Koester called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Motion duly made and seconded to approve the Agenda as presented. The motion carried unanimously.

3. CONSENT AGENDA

Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried unanimously.

Minutes:	February 25, 2025					
WARRANTS						
Fund Name	Fund No.	Scheduled Payment Date	Vouchers			Total Amount
Maintenance	09-075-0010	03/05/2025	30974	-	30974	\$ 103.72
Maintenance	09-075-0010	03/05/2025	30975	-	30991	\$ 86,040.83
Construction	09-075-3030	03/05/2025	902847	-	902847	\$ 22,733.00
ELECTRONIC FUNDS TRANSFER						
Description	Fund No.	Period Ending	EFT Transfer Date		Total Amount	
Dept of Revenue – B&O Tax	09-075-0010	01/31/2025	02/25/2025		\$ 88,205.30	
CONSENT AGENDA RESOLUTIONS						
Item #	Resolution #	Description				
None						

4. PUBLIC COMMENT

No members of the public attended the meeting in person or remotely.

5. RESOLUTIONS AND MOTIONS

Resolution 25-3-5A resolution authorizing the General Manager or designee to execute a Purchase and Sale Agreement between Sound Transit and the District for an electrical easement at the District's headquarters. Motion duly made and seconded. After discussion, the motion passed unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

- 6.1 Utility Worker Position: Operations Manager Phil Hite stated the District has interviewed candidates for the Utility Worker position and will be making an offer this week.

Logan Wallace

- 6.2 Des Moines ILA: - Engineering Supervisor Logan Wallace informed the Board that staff has reached a tentative agreement and will present an ILA for Project 24-6 S 240th St Water Main Replacement at the next meeting.

Jeremy DelMar

- 6.3 District Clerk Position: General Manager Jeremy DelMar informed the Board that an offer has been accepted for the District Clerk position. Pending background checks, the person is tentatively scheduled to start in late March.
- 6.4 SPU Wholesale Contract Negotiations: DelMar mentioned there are a few outstanding items remaining with the negotiation but are nearing tentative agreement. Approvals by the purveyors will begin in the second quarter of 2025.

There being no further business, President Koester concluded the meeting at 9:24 a.m.

BOARD OF COMMISSIONERS

Absent

Vince Koester, President

Signed by:

Todd Fultz

Todd Fultz, Secretary

DocuSigned by:

Polly Daigle

Polly Daigle, Commissioner

Signed by:

Daniel Johnson

Daniel Johnson, Commissioner

Signed by:

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, Commissioner