



## HIGHLINE WATER DISTRICT Regular Board Meeting Minutes March 19, 2025

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

### 1. CALL TO ORDER

Secretary Fultz 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:	March 5, 2025					
WARRANTS						
Fund Name	Fund No.	Scheduled Payment Date	Vouchers			Total Amount
Maintenance	09-075-0010	03/12/2025	30992	-	30992	\$ 1,630.70
Maintenance	09-075-0010	03/12/2025	30993	-	30995	\$ 24,993.92
Maintenance	09-075-0010	03/19/2025	30996	-	31033	\$ 154,163.01
Maintenance	09-075-0010	03/19/2025	31034	-	31035	\$ 48,181.17
Construction	09-075-3030	03/19/2025	902848	-	902849	\$ 129,178.68
ELECTRONIC FUNDS TRANSFER						
Description	Fund No.	Period Ending	EFT Transfer Date		Total Amount	
Direct Deposit – Payroll	09-075-0010	02/28/2025	03/07/2025		\$ 95,289.59	
Payroll Tax	09-075-0010	02/28/2025	03/12/2025		\$ 38,025.62	
Dept of Retirement	09-075-0010	02/28/2025	03/10/2025		\$ 22,169.16	
Deferred Compensation	09-075-0010	02/28/2025	03/17/2025		\$ 7,983.35	
Division of Child Support	09-075-0010	02/28/2025	03/07/2025		\$ 781.25	
Heath Equity - HSA	09-075-0010	02/28/2025	03/07/2025		\$ 82.78	
HRA Veba	09-075-0010	02/28/2025	03/07/2025		\$ 13,405.58	
CONSENT AGENDA RESOLUTIONS						
Item #	Resolution #	Description				
None						

### 4. PUBLIC COMMENT

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



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### **5. RESOLUTIONS AND MOTIONS**

Resolution 25-3-19A: Resolution authorizing an Interlocal Agreement with the City of Des Moines for Project 24-6 S 240<sup>th</sup> St Water Main Relocation Project. Motion duly made and seconded. After discussion, the motion carried 4-0.

Motion 25-3-19(1): Motion authorizing application for DWSRF Consolidation Feasibility Study Grant on Behalf of KCWD 54. Motion duly made and seconded. After discussion, the motion carried 4-0.

### **6. STAFF/COMMISSIONERS/ATTORNEY**

#### **Jeremy DelMar**

- 6.1 KCWD54 Update: General Manager Jeremy DelMar gave an update of recent events regarding KCWD 54 and their letter requesting Highline apply for a DWSRF Consolidation Grant. Grant amounts are up to \$50,000 to explore feasibility for water agencies to consolidate their operations. DOH, the awarding agency, will require HWD to apply for the grant on behalf of WD54. WD54 has authorized up to \$2,500 to reimburse the District expenses to apply for the grant and up to \$25,000 to begin the feasibility in advance of grant selection. Discussion ensued. The Board authorized staff to apply for the grant on behalf of WD54 [See **Motion 25-3-19(1)**].
- 6.2 District Headquarters Break-in: DelMar informed the Board of a recent break-in at the District headquarters occurring over the March 15<sup>th</sup> weekend. The perpetrators stole small diameter brass and copper fittings from the parts warehouse. Staff are working with the police on the investigation and will notify the State Auditor Office of the losses once they are inventoried. The total amount of the loss is not yet known.
- 6.2 Vehicle Purchases: DelMar mentioned the District is in the process of ordering vehicles through the cooperative purchasing programs that were identified in the annual budget. He sought feedback from the Board on the purchase of a Tesla EV as there are several incentives that make the vehicles more economical than other alternatives in the past. Discussion ensued. The Board members provided their individual feedback but left the final decision to the General Manager.



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There being no further business, Secretary Fultz concluded the meeting at 9:59 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