Highline Water District  
Regular Board Meeting Minutes  
August 15, 2012

ATTENDEES

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

HWD STAFF
Matt Everett, General Manager  
Jeremy DelMar, Engineering/Operations Mgr.  
Debra Prior, Administrative Manager  
Mary Fossos, Project Coordinator, CIPs

HWD ATTORNEY(S)
John Milne, Indee Best

VISITORS

Strikeouts indicate absence

1. CALL TO ORDER
President Koester called the meeting to order at 4:00 p.m.

2. APPROVE AGENDA
Commissioner Landon’s motion to approve the Agenda as presented seconded by Commissioner Guite. 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.

Minutes: August 1, 2012 Regular Meeting

WARRANTS

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Fund No.</th>
<th>Scheduled Payment Date</th>
<th>Voucher Numbers</th>
<th>TOTAL AMOUNT</th>
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<tr>
<td>Maintenance</td>
<td>09-075-0010</td>
<td>08/07/12</td>
<td>15579</td>
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<td>Maintenance</td>
<td>09-075-0010</td>
<td>08/20/12</td>
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ELECTRONIC TRANSFER FUNDS

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<tr>
<th>Description</th>
<th>Fund No.</th>
<th>Period Ending</th>
<th>EFT Transfer Date</th>
<th>AMOUNT</th>
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<tbody>
<tr>
<td>Payroll Tax</td>
<td>09-075-0010</td>
<td>08/03/12</td>
<td>08/15/12</td>
<td>$21,667.65</td>
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<td>Direct Deposit – Payroll (KC-PAY47)</td>
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<td>Dept of Retirement – Deferred Compensation</td>
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<td>Health Equity (KC-BEN96)</td>
<td>09-075-0010</td>
<td>08/03/12</td>
<td>08/10/12</td>
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<td>HRA-VEBA (KC-BEN60)</td>
<td>09-075-0010</td>
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<td>08/10/12</td>
<td>$2,073.50</td>
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CONSENT AGENDA RESOLUTIONS

Item #: Resolution #: Description
NONE

Commissioner Landon’s motion to approve the Consent Agenda as presented seconded by Commissioner Guite. The motion carried unanimously.
4. PUBLIC INPUT
No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS
Resolution 12-8-15A authorizing the General Manager to enter into Construction Loan Agreement PC13-961-022 with the Washington State Public Works Board for Project 13-1 Angle Lake Water Main Replacement. Commissioner Landon’s motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

Resolution 12-8-15B authorizing Amendment No. 4 to RH2 Engineering Contract #08-60-04 for Project 07-2 McMicken Heights Groundwater Well/Treatment Plant. Commissioner Landon’s motion to approve seconded by Commissioner Guite. After discussion, the motion carried unanimously.

Motion 12-8-15(1) authorizing the General Manager to renew the District’s property and liability insurance policy with Enduris Washington and pay the annual premium effective 9/1/12-9/1/13. Commissioner Landon’s motion to approve seconded by Commissioner Quong-Vermeire. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY
Jeremy DelMar
6.1 Des Moines Gateway Project (S 216th St from 18th to 24th) – Jeremy will meet with the City of Des Moines to discuss the draft Interlocal Agreement. Jeremy will update the Board at the 8/28/12 Workshop meeting.

6.2 Seatac S 168th St Sidewalk Improvements – Jeremy stated that the District has approximately 1,500 LF of AC main located in the project area on the south side of McMicken Heights Elementary School. The District would like to partner with the City to replace the main with 8” ductile iron pipe. The District has requested a proposal for the water main design from Roth Hill.

Debbie Prior
6.3 Part-Time Custodian Position – The District’s custodian submitted his resignation to accept a full-time job. Debbie is interviewing candidates for the position and will make a selection by the end of this week.

Matt Everett
6.4 Annual Backflow Device Testing on Residential Irrigation Systems – Matt asked the managers at the WASWD Section IV Managers meeting (7/24/12) if they were interested in pursuing legislation to eliminate annual testing requirements. The consensus was no.
There being no further business of the District, President Koester concluded the meeting at 4:31 PM.

BOARD OF COMMISSIONERS

Vince Koester, President

Daniel Johnson, Secretary

Gerald R. Guite, Commissioner

George Landon, Commissioner

Kathleen Quong-Vermeire, Commissioner