Highline Water District
Regular Board Meeting Minutes
May 15, 2013

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 Milme, Inslee Best

VISITORS

Strikeouts indicate absence

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

2. APPROVE AGENDA
Motion duly made and seconded to approve the Agenda as presented. 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: May 1, 2013 Regular Meeting

<table>
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<tr>
<th>Warrants</th>
<th>Fund Name</th>
<th>Fund No.</th>
<th>Warrant Date</th>
<th>Vouchers</th>
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<td>Construction</td>
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<tr>
<td></td>
<td>Payroll Tax</td>
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<td>Health Equity (KC-BEN96)</td>
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<td>HRA VEBA (KC-BEN60)</td>
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CONSENT AGENDA RESOLUTIONS

<table>
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<tr>
<th>Item #</th>
<th>Resolution #</th>
<th>Description</th>
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<tbody>
<tr>
<td>NONE</td>
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Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried unanimously.
4. **PUBLIC INPUT**
   No members of the public attended the meeting.

5. **RESOLUTIONS/MOTIONS**
   Resolution **13-5-15A** authorizing Amendment #1 to incorporate Phase II – Design Services, into Contract #12-60-03 with BHC Consultants, LLC, for Project 13-1 Angle Lake Water Main Replacement. Motion to authorize duly made and seconded. After discussion, the motion carried unanimously.

   Resolution **13-5-15B** authorizing design contract #13-60-09 with Roth Hill, LLC, for Project 13-18 Military Rd S/Angle Lake Water Main Replacement. Motion to authorize duly made and seconded. After discussion, the motion carried unanimously.

   Resolution **13-5-15C** authorizing an Interlocal Agreement between the City of SeaTac and Highline Water District for construction of water line and pavement restoration on S 168th Street between 34th Ave S and Military Rd S (HWD Project 12-2 S168th St Water Main Replacement). Motion to authorize duly made and seconded. After discussion, the motion carried unanimously.

   Resolution **13-5-15D** authorizing developer extension agreement (Westwood Ridge). Motion to authorize duly made and seconded. After discussion, the motion carried unanimously.

   Resolution **13-5-15E** commending employee (Keith Coburn) for five (5) years of service with the District. Motion to authorize duly made and seconded. After discussion, the motion carried unanimously.

6. **STAFF/COMMISSIONERS/ATTORNEY**
   **Debbie Prior**
   6.1 **33rd Annual AWC Labor Relations Institute Conference, Yakima, WA (5/8/13)**
       Debbie attended a class on the Affordable Health Care Act entitled *Preparing for Health Care Reform in 2014 & Beyond*. The topics discussed addressed current regulations, Washington’s Heath Care Exchange, unique issues facing local governments due to the full-time employee definition, and communicating with employees. Debbie will update the Board when new information is received.

   6.2 **New Phone System (Avaya)** – Training on the new phone system is scheduled for Tuesday, May 21st. The new system will go live on Wednesday, May 22nd

   **Matt Everett**
   6.3 **Project 06-1 Southcenter Parkway Extension** – The District received the final invoice from the City of Tukwila. The outstanding balance owed to the City is $151,430.99 ($77,229.80 is the District’s portion based on the 51%/49% cost sharing agreement with Segale). Staff forwarded a copy of the invoice to Segale Properties for reimbursement of their portion.
6. STAFF/COMMISSIONERS/ATTORNEY

6.4 Water Association of Sewer and Water Districts (WASWD) Retrospective Rating Committee
Matt informed the Board that the District will be assessed approximately $19,400 this year due to an increase in claims of the WASWD pool.

Kathleen Quong-Vermeire
6.5 2013 PNWS-AWWA Annual Spring Conference – Spokane, WA (5/8-5/10/13) - At the conference, Kathleen stated that she used the PNWS-AWWA App on her smartphone. The App included all the conference information, i.e. technical sessions, speakers, maps, exhibitors, etc.

There being no further business of the District, President Johnson concluded the meeting at 5:07 PM.

BOARD OF COMMISSIONERS

Daniel Johnson, President

Kathleen Quong-Vermeire, Secretary

Gerald R. Guite, Commissioner

Vince Koester, Commissioner

George Landon, Commissioner