Highline Water District
Board Workshop Meeting Minutes
May 27, 2014

ATTENDEES

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

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

HWD ATTORNEY(S)
John Milne, Inslee Best

VISITORS

Strikeouts indicate absence

1. CALL TO ORDER
Commissioner Quong-Vermeire 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.

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

4. PUBLIC INPUT

5. RESOLUTIONS/MOTIONS
Resolution 14-5-27A amending Highline Water District Code, Title 4-Miscellaneous, Chapter 4.01, Section 4.01.010, and approving a new policy (Section 4.01.020) for the issuance and use of tablets/laptops and services to District Commissioners and employees. Motion duly made and seconded. After discussion, the motion carried.

6. STAR LAKE TANK PROPERTY ENCROachment UPDATE
Matt informed the Board that the property owner (Joel Byington) was sent a letter regarding his fence and shed encroachment on District property. Mr. Byington responded to the District’s letter and has since removed his shed but would like to maintain the fence as it was already in place when he purchased the house. Matt polled the Board and the Commissioners are in favor of allowing Mr. Byington to keep the fence with the provision that Mr. Byington agrees to sign an indemnification agreement holding the District harmless and also adding the District as an additional insured to his homeowner’s insurance policy. Matt and Jeremy are reviewing the indemnification agreement prepared by the District’s attorney and are working with Mr. Byington to resolve this issue. Matt will present the agreement to the Commissioners at a future Board meeting.

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7. **OTHER**
   No other items were discussed.

There being no further business of the District, Commissioner Quong-Vermeire concluded the meeting at 9:24 a.m.

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**BOARD OF COMMISSIONERS**

Kathleen Quong-Vermeire, President

George Landon, Secretary

Gerald R. Gutte, Commissioner

Daniel Johnson, Commissioner

Vince Koester, Commissioner