Highline Water District
Special Board Meeting Minutes
March 16, 2020

ATTENDEES

<table>
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<tr>
<th>COMMISSIONERS</th>
<th>HWD STAFF</th>
<th>HWD ATTORNEY(S)</th>
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<tbody>
<tr>
<td>Polly Daigle</td>
<td>Matt Everett, General Manager</td>
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<td>Todd Fultz</td>
<td>Jeremy DelMar, Engr./Operations Mgr.</td>
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<td>Daniel Johnson</td>
<td>Debra Prior, Administrative Manager</td>
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<td>Vince Koester</td>
<td>Mary Fossor, Project Coordinator, CIPs</td>
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<td>Kathleen Quong-Vermeire (via phone)</td>
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<td>VISITORS</td>
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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. CORONAVIRUS, COVID-19 DISCUSSION
The General Manager requested a Declaration of Emergency relating to the Coronavirus, COVID-19. Discussion ensued. Action Taken: Reference Item 4, Resolution 20-3-16A.

4. RESOLUTIONS/MOTIONS
Resolution 20-3-16A declaring an emergency relating to the COVID-19 virus so appropriate measures may be taken as determined by the District to protect health, safety and welfare of the District’s customers, employees and the general public residing within the areas served by the District. Motion duly made and seconded. After discussion the motion carried unanimously.

There being no further business of the District, President Koester concluded the meeting at 9:22 a.m.

BOARD OF COMMISSIONERS

Vince Koester, President

Todd Fultz, Secretary

Polly Daigle, Commissioner

Daniel Johnson, Commissioner

Kathleen Quong-Vermeire, Commissioner