



Highline Water District Regular Board Meeting Minutes July 19, 2017

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS Todd Fultz 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 CONSULTANTS	

1. CALL TO ORDER

President 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:	July 5, 2017 Regular Meeting				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	07/20/17	21505 - 21548	\$ 615,186.00	
Construction	09-075-3030	07/20/17	902014 - 902019	\$ 64,217.84	
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	06/30/17	07/12/17	\$ 28,270.33	
Direct Deposit – Payroll	09-075-0010	06/30/17	07/07/17	\$ 68,270.17	
Dept of Retirement	09-075-0010	06/30/17	07/14/17	\$ 16,921.20	
Dept of Retirement - Deferred Compensation	09-075-0010	06/30/17	07/07/17	\$ 4,184.00	
Health Equity (KC-BEN96)	09-075-0010	06/30/17	07/07/17	\$ 264.58	
Health Equity (KC-BEN105)	09-075-0010	06/30/17	07/07/17	\$ 111.08	
HRA VEBA (KC-BEN60)	09-075-0010	06/30/17	07/07/17	\$ 5,637.10	
Division of Child Support	09-075-0010	06/30/17	07/07/17	\$ 182.21	
Dept of Licensing-Dyed Diesel Fuel User Tax	09-075-0010	06/30/17	07/12/17	\$ 337.67	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
3.1	17-7-19A	Accept Developer Extension as Complete (Puget Sound Skills Center – Health Sciences Building)			

4. PUBLIC INPUT

No members of the public attended the meeting.



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5. RESOLUTIONS/MOTIONS

Resolution 17-7-19A accepting developer extension as complete (Puget Sound Skills Center – Health Sciences Building). This resolution was approved under the consent agenda.

Resolution 17-7-19B authorizing partial release of easement (King County Recording #2008070880001621). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-7-19C authorizing partial release of easement (King County Recording #7907021049). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 17-7-19D authorizing release of easement (King County Recording #8501240812). Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

6.1 2nd Quarter Financials - Debbie will email the report to the Board this week for review at the 8/2/17 Board meeting.

Jeremy DelMar

6.2 S 178th Street Water Main Leak – District crews repaired a leak on the 12" DI main. The pipe pulled apart because of settlement on the hill. Jeremy sent a letter to the City of Tukwila expressing concerns that the District's water main could be compromised if the hillside continues to slide. .

6.3 Hidden Valley Landslide – John Milne, Inslee Best, will attend the 7/25/17 Board Workshop to discuss the landslide that may compromise the District's water main.

Matt Everett

6.4 7/6/17 Seattle Operating Board Meeting – Rate increases for 2018-2020 were discussed. There will be a rate increase of approximately 5-1/2% for each year.

6.5 7/11/17 – Meeting with the City of Kent (Potential Franchise) – Matt, Jeremy and John Milne met with the City of Kent's attorney Tom Brubaker and Chief Administrative Officer Derek Matheson. The District will submit to the City its changes to the draft franchise agreement. The City suggested Highline partner with Midway Sewer District on developing a franchise agreement for both entities.

Vince Koester

6.6 Auditing Services - Commissioner Koester inquired about the District hiring a third party for auditing services. Management will discuss further and report back to the Board.



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There being no further business of the District, President Fultz concluded the meeting at 9:48 a.m.

BOARD OF COMMISSIONERS



Todd Fultz, President



Daniel Johnson, Secretary



Vince Koester, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner