



Highline Water District Regular Board Meeting Minutes November 21, 2018

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	CONSULTANTS HWD ATTORNEY(S) John Milne, Insee Best PUBLIC

1. CALL TO ORDER

President Johnson 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: November 7, 2018 Regular Meeting				
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	11/21/18	23233 - 23271	\$ 516,314.62
Construction	09-075-3030	11/21/18	902169 - 902175	\$ 83,275.47
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	10/19/18	10/31/18	\$ 26,840.83
Payroll Tax	09-075-0010	11/16/18	11/28/18	\$ 26,399.09
Direct Deposit – Payroll	09-075-0010	10/19/18	11/09/18	\$ 77,018.37
Direct Deposit – Payroll	09-075-0010	11/16/18	11/23/18	\$ 74,399.03
Dept of Retirement	09-075-0010	10/19/18	11/15/18	\$ 21,634.15
Dept of Retirement	09-075-0010	11/16/18	12/14/18	\$ 21,598.54
Dept of Retirement - Deferred Compensation	09-075-0010	10/19/18	10/26/18	\$ 3,947.50
Dept of Retirement - Deferred Compensation	09-075-0010	11/16/18	11/21/18	\$ 3,947.50
Health Equity (KC-BEN96)	09-075-0010	10/19/18	10/26/18	\$ 267.94
Health Equity (KC-BEN96)	09-075-0010	11/16/18	11/23/18	\$ 267.94
Health Equity (KC-BEN105)	09-075-0010	10/19/18	10/26/18	\$ 121.91
Health Equity (KC-BEN105)	09-075-0010	11/16/18	11/23/18	\$ 121.91
HRA VEBA (KC-BEN60)	09-075-0010	10/19/18	10/26/18	\$ 5,846.32
HRA VEBA (KC-BEN60)	09-075-0010	11/16/18	11/23/18	\$ 5,821.32
Dept of Revenue - B&O Tax	09-075-0010	10/31/18	11/26/18	\$ 63,205.94
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				



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4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 18-11-21A authorizing Small Site Asphalt and Concrete Repair Work Contract 18-50-34 with AA Asphaltting, LLC. Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 18-11-21(1) duly made and seconded to authorize the District to appeal with Midway Sewer and Lakehaven, the court ruling allowing the City of Federal Way to impose an excise tax. After discussion, the motion carried unanimously. (Reference Item 6.6)

Motion 18-11-21(2) duly made and seconded to authorize canceling the 12/25/18 Board Workshop as it conflicts with the Christmas holiday. After discussion, the motion carried unanimously. (Reference Item 6.7)

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

- 6.1 Interlocal Agreement (ILA) between Highline (HWD) and Southwest Suburban Sewer District (SWSSD) – Jeremy discussed with the Board entering into an ILA to allow SWSSD to use water for flushing and SWSSD to allow Highline to discharge water into their sewer system. The Board was in agreement for staff to present a resolution at a future Board meeting for their consideration.

Debbie Prior

- 6.2 Surplus Vehicle – The District's 2004 Explorer sold at the state auction for \$3,003.00.
- 6.3 2019 Draft Budget – Debbie will email the budget to the Commissioners this afternoon for discussion at the 11/27/18 Board Workshop.
- 6.4 Washington State Audit Exit Conference – The exit conference will be held at the 11/27/18 Board Workshop.

Matt Everett

- 6.5 Federal Way Excise Tax Lawsuit – John Milne will be attending the 11/27/18 Board Workshop to discuss the status of the lawsuit.
- 6.6 Federal Way Excise Tax Ruling - Matt asked the Board for authorization for the District to appeal with Midway Sewer and Lakehaven, the court ruling allowing the City of Federal Way to impose an excise tax. Action Taken: Reference Item 5 – Motion 18-11-21(1).
- 6.7 Cancel 12/25/18 Board Workshop - Matt asked the Board for authorization to cancel the 12/25/18 Board Workshop as it conflicts with the Christmas holiday. Action Taken: Reference Item 5 – Motion 18-11-21(2).




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6. STAFF/COMMISSIONERS/ATTORNEY

6.8 City of Kent Franchise – The District and the City came to terms for a 15-year franchise agreement. The City of Kent, at its 11/20/18 Council Meeting, introduced an Ordinance to grant Highline Water District a non-exclusive 15-year franchise to construct, maintain, operate, replace and repair a water system within public rights-of-way of the City of Kent, imposing a franchise fee in the amount of six percent on the District's revenues and setting forth other provisions concerning the relocation of District facilities to accommodate projects caused by the City and other projects not caused by the City. The City will take final action on the ordinance at its 12/11/18 Council meeting. The District will bring a resolution to the Board at its 12/19/18 Board meeting to consider approval of the City of Kent Franchise.

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

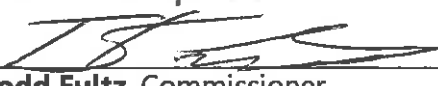
BOARD OF COMMISSIONERS



Daniel Johnson, President



Kathleen Quong-Vermeire, Secretary



Todd Fultz, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner