



Highline Water District Regular Board Meeting Minutes April 3, 2019

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Todd Fultz	Matt Everett, General Manager		
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.		
Vince Koester	Debra Prior, Administrative Manager	CONSULTANTS	
George Landon	Mary Fossos, Project Coordinator, CIPs		
Kathleen Quong-Vermeire	Delylah Silva, Admin Asst.-Project Coordinator, DEs		

1. CALL TO ORDER

President 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 unanimously.

3. CONSENT AGENDA

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

Minutes:	March 26, 2019			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/04/19	23731 - 23749	\$ 75,837.68
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	03/22/19	03/20/19	\$ 30,870.02
Direct Deposit – Payroll	09-075-0010	03/22/19	03/29/19	\$ 84,223.40
Dept of Retirement	09-075-0010	03/22/19	04/12/19	\$ 23,211.87
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 19-4-3A authorizing Contract #19-50-11 with Shannon & Wilson, Inc. for Project 16-3 Mansion Hill Reservoir Relocation Project to perform Phase 2 ESA and Cost Estimating Services Motion duly made and seconded. After discussion the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Jeremy DelMar

6.1 Project 19-3 KDM/PHS & 9th Pl S Water Main Replacement – The bid opening for this project will be held on 4/9/19 at 10:00 am. A resolution to award the contract to the responsive, responsible low bidder should be presented to the Board at the 4/15/19 Special Board meeting.

6.2 Project 16-3 Mansion Hill Reservoir Relocation – The demolition contractor will be on site next week to mobilize. The demolition of the 250k gallon elevated tank is tentatively scheduled for April 11th or 12th.



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6. STAFF/COMMISSIONERS/ATTORNEY

6.3 McMicken Well Repairs – Delivery of the Byron-Jackson well pump and motor is tentatively scheduled for early July.

Debbie Prior

6.4 WASWD Spring Conference – The Commissioners travel checks for the conference will be distributed at the 4/15/19 Special Board meeting.

Matt Everett

6.5 Draft 2018 Annual Report – The report was distributed to the Board for their review and comments.

7. EXECUTIVE SESSION-REAL ESTATE

RCW 42.30.110 (1)(b) - To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

At the recommendation of District staff, the Board President requested an executive session to discuss the acquisition of real property pursuant to RCW 42.30.110(1)(b). On motion duly made, seconded, and carried unanimously, an executive session was convened on that basis at 9:21 am for an estimated time period of ten minutes. The Commissioners, General Manager, District Engineer, Administrative Manager, and administrative staff participated in the executive session. At 9:31 am, the executive session concluded and open public meeting reconvened.

Action Taken: The Board authorized staff to negotiate terms and report back to the Board.

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:33 a.m.

BOARD OF COMMISSIONERS




Kathleen Quong-Vermeire, President

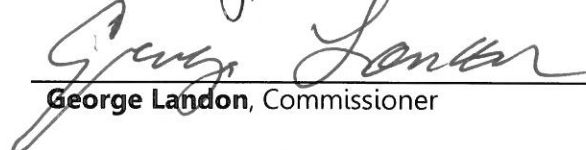
Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner