



Highline Water District Special Board Meeting Minutes April 15, 2019

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Todd Fultz	Matt Everett, General Manager	Dan Lossing, Inslee Best	
Daniel Johnson	Jeremy DeMar, Engr./Operations Mgr.		
Vince Koester	Debra Prior, Administrative Manager	CONSULTANTS	
George Landon	Logan Wallace, Sr. Project Engineer		
Kathleen Quong-Vermeire	Mary Fossos, Project Coordinator, CIPs	GUESTS	
	Delylah Silva, Admin Asst.-Project Coordinator, DEs	Chardi Jenson, Reed Trucking & Excavating, Inc.	

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:	April 3, 2019				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT	
Maintenance	09-075-0010	04/16/19	23750 - 23750	\$ 11,374.58	
Maintenance	09-075-0010	04/18/19	23751 - 23798	\$ 448,506.40	
Construction	09-075-3030	04/18/19	902210 - 902213	\$ 14,322.01	
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT	
Payroll Tax	09-075-0010	04/05/19	04/17/19	\$ 30,498.38	
Direct Deposit – Payroll	09-075-0010	04/05/19	04/12/19	\$ 81,889.69	
Dept of Retirement - Deferred Compensation	09-075-0010	04/05/19	04/12/19	\$ 3,858.50	
Health Equity (KC-BEN96)	09-075-0010	04/05/19	04/12/19	\$ 274.99	
Health Equity (KC-BEN105)	09-075-0010	04/05/19	04/12/19	\$ 128.82	
Health Equity (KC-GEN238)	09-075-0010	04/05/19	04/12/19	\$ 37.21	
HRA VEBA (KC-BEN60)	09-075-0010	04/05/19	04/12/19	\$ 5,020.39	
Dept of Labor & Industries - Tax	09-075-0010	04/05/19	04/26/19	\$ 8,525.11	
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

Chardi Jenson with Reed Trucking & Excavating, Inc. attended the meeting.



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5. RESOLUTIONS/MOTIONS

Resolution 19-4-15A commending employee (Todd Smith) for twenty years of service. Motion duly made and seconded. After discussion the motion carried unanimously.

Motion 19-4-15(1) duly made and seconded to waive bid irregularity by Reed Trucking & Excavating, Inc. as not material in nature (discrepancy between words and numbers) for Project 19-3 KDM/PHS & 9th Pl S Water Main Replacement. After discussion the motion carried unanimously.

Resolution 19-4-15B awarding Construction Contract #19-70-12 to Reed Trucking & Excavating, Inc. for Project 19-3 KDM/PHS & 9th Pl S Water Main Replacement. Motion duly made and seconded. After discussion the motion carried unanimously.

Resolution 19-4-15C accepting as complete Small Site Asphalt and Concrete Patching Contract #17-50-36 with AA Asphalt, LLC. Motion duly made and seconded. After discussion the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Debbie Prior

6.1 WASWD Spring Conference (4/17/19-4/19/19) – Debbie distributed travel advances to the Commissioners that are attending the conference.

6.2 1st Quarter Financials - Debbie will email the 1st Quarter Financials to the Commissioners at the end of the week for discussion at the 4/23/19 Board Workshop.

Logan Wallace

6.3 Project 16-3 Mansion Hill Reservoir Relocation – Logan informed the Board that the 250k elevated tank will be demolished today. District staff will record the demolition.

Matt Everett

6.4 Seattle Operating Board Meeting (4/4/19) – Seattle Public Utilities wants to reopen the District's Partial Requirements Contract for the Supply of Water. Seattle will prepare a list of discussion items for the 5/9/19 board meeting.




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There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:20 a.m.

BOARD OF COMMISSIONERS



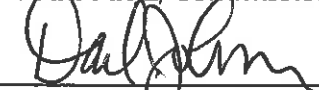
Kathleen Quong-Vermeire, President



Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner

George Landon, Commissioner