



Highline Water District Board Workshop Meeting Minutes June 25, 2019

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

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:	June 19, 2019				
WARRANTS					
Fund Name	Fund No.	Warrant Date	Vouchers		AMOUNT
Maintenance	09-075-0010	06/27/19	24008 -	24031	\$ 96,380.05
Construction	09-075-3030	06/27/19	902235 -	902237	\$ 27,518.45
Maintenance - Payroll	09-075-0010	06/21/19	302636 -	302637	\$ 2,687.67
ELECTRONIC FUNDS TRANSFERS					
Description	Fund No.	Period Ending	EFT Transfer Date		Total Amount
Payroll Tax	09-075-0010	06/14/19	06/26/19		\$ 30,377.24
Direct Deposit – Payroll	09-075-0010	06/14/19	06/21/19		\$ 79,154.58
Dept of Retirement	09-075-0010	06/14/19	07/15/19		\$ 46,664.73
Dept of Retirement - Deferred Compensation	09-075-0010	06/14/19	06/21/19		\$ 3,858.50
Health Equity (KC-BEN96)	09-075-0010	06/14/19	06/21/19		\$ 274.99
Health Equity (KC-BEN105)	09-075-0010	06/14/19	06/21/19		\$ 128.82
Health Equity (KC-GEN238)	09-075-0010	06/14/19	06/21/19		\$ 37.21
HRA VEBA (KC-BEN60)	09-075-0010	06/14/19	06/21/19		\$ 5,020.39
Dept of Revenue – B&O Tax	09-075-0010	05/31/19	06/25/19		\$ 78,984.59
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions were presented at the meeting.



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6. MANSION HILL SOILS UPDATE

Jeremy DelMar

At the Mansion Hill tank site, arsenic and lead was discovered in the soil, most likely from tank painting and the Tacoma Smelter plume. The District retained Shannon & Wilson to prepare an Independent Remedial Action Plan and assisted the District with the Department of Ecology Voluntary Cleanup Program. Jeremy discussed the following three alternative work plans: (1) Haul off all contaminated soil; (2) Haul off dangerous waste and blend any other contaminated soils with "clean soils" per DOE requirements; and (3) Cap site with asphalt. Jeremy recommended Alternative 2. Shannon & Wilson will oversee the soils removal. The District will approach the tank contractor, T Bailey, to retain a subcontractor for remediation (soils removal) via change order. The District will request a proposal from T Bailey and will prepare an amendment to the consultant contract with Shannon & Wilson for remediation services.

7. OTHER

John Milne

7.1 King County ROW Rental Charge – Milne stated that a summary judgment in August 2018 was in favor of the District. The Washington State Supreme Court granted King County a direct review and oral arguments will be heard in Olympia on September 17, 2019 at 9:00 am.

7.2 Federal Way Excise Tax – Highline, Midway Sewer, and Lakehaven have challenged the excise tax. Milne stated that the basis for the appeal is that the City of Federal Way does not have expressed statutory authority to tax another governmental entity. Last Friday (6/21/19), Highline, Midway Sewer, and Lakehaven filed a response asking the court for direct review. A committee will meet on July 9th to see if the court will allow direct review.

Jeremy DelMar

7.3 Project 19-1 North Hill AC Water Main Replacement – District staff would like to add an additional street to the project. An amendment to the consultant contract with Murraysmith will be presented to the Commissioners at the 7/3/19 Board meeting for their consideration.

Matt Everett

7.4 Employee Service/Retirement Luncheon (6/27/19-12:00 pm) – A luncheon for Polly Daigle to thank her for nearly 28 years of service and celebrate her retirement will be held this Thursday in the Board room.

7.5 SW 189th St Repair Work/Customer Service - The District received an email (6/11/19) from Earnest Thompson to thank the crew for their professionalism and pride in workmanship.

7.6 Burien Franchise – The City of Burien ended discussions for franchises with water/sewer districts that serve customers in the City. Eric Frimodt with Inslee Best will reach out to the City's attorney to discuss.



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There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:57 a.m.

BOARD OF COMMISSIONERS

Kathleen Quong-Vermeire, President

Vince Koester, Secretary

Todd Fultz, Commissioner

Daniel Johnson, Commissioner

George Landon, Commissioner