



**Highline Water District
Board Workshop Meeting Minutes
August 27, 2019**

ATTENDEES			(Strikeouts indicate absence)
COMMISSIONERS	HWD STAFF	HWD ATTORNEY(S)	
Todd Fultz	Matt Everett, General Manager		
Daniel Johnson	Jeremy DelMar, Engr./Operations Mgr.	CONSULTANTS	
Vince Koester	Debra Prior, Administrative Manager		
George Landon	Mary Fossos, Project Coordinator, CIPs	GUESTS	
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: August 21, 2019				
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	08/29/19	24209 - 24224	\$ 26,303.16
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Dept of Revenue – B&O Tax	09-075-0010	07/31/19	08/26/19	\$ 103,012.62
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Resolution 19-8-27A declaring an emergency pursuant to RCW 39.04.280(1)(e), waiving the competitive bidding requirements of RCW 57.08.050, and authorizing and directing the District Manager or designee to negotiate, approve, and execute the necessary contracts on the District's behalf to perform emergency relocation and replacement work along South 216th Street. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 19-8-27B authorizing Change Order No. 2 to HWD Contract #19-70-32 with T. Bailey, Inc. for Project 16-3 Mansion Hill Reservoir Relocation for the remediation of contaminated soils at the Mansion Hill Tank site. Motion duly made and seconded. After discussion, the motion carried unanimously.

Motion 19-8-27(1) duly made and seconded to approve Commissioner Quong-Vermeire's attendance at the AWWA-PNWS Leadership Symposium in Yakima, Washington on September 26-27, 2019. After discussion, the motion carried unanimously. Reference Item 6.4.



**Highline Water District
Board Workshop Meeting Minutes
August 27, 2019**

5. RESOLUTIONS/MOTIONS

Motion 19-8-27(2) duly made and seconded to cancel the 9/18/19 Regular Board Meeting due to scheduling conflict with the WASWD Fall Conference and authorizing staff to schedule a Special Board Meeting on 9/16/19 at 9:00 AM to conduct any business that may come before the Board. After discussion, the motion carried unanimously. Reference Item 6.5.


6. OTHER

Matt Everett

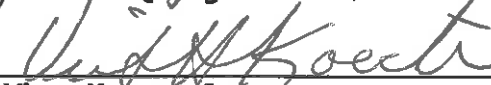
- 6.1 Medical Insurance Coverage – There will be an increase of approximately 2.5%.
- 6.2 Cost of Living Adjustment (COLA) – For the first half of the year, the COLA is about 2%.
- 6.3 Seattle Operating Board Meeting (9/5/19–9:00 AM) - The meeting will be held at the Lake Youngs Treatment Plant with a tour of the facility after lunch.
- 6.4 Matt asked the Board for a motion to authorize Kathleen’s attendance at the 2019 AWWA-PNWS Leadership Symposium in Yakima, Washington on September 26-27, 2019. Board approval is required per HWDC Chapter 2.10 – Travel, Section 2.10.040 if a staff member would exceed the restriction of four regional conferences per year. Reference Section 5 – Motion 19-8-27(1).
- 6.5 Matt asked the Board if they wanted to cancel the 9/18/19 Board meeting due to scheduling conflict with the WASWD 2019 Fall Conference & Trade Show and schedule a Special Board Meeting. Action Taken: Reference Section 5 - Motion 19-8-27(2).

There being no further business of the District, President Quong-Vermeire concluded the meeting at 9:21 a.m.


BOARD OF COMMISSIONERS




Kathleen Quong-Vermeire, President



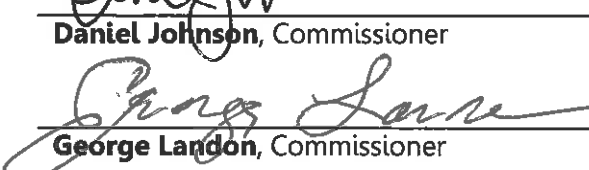
Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner