



## HIGHLINE WATER DISTRICT Regular Board Meeting Minutes July 6, 2022

<b>ATTENDEES</b>		(Strikeouts indicate absence)
<b>COMMISSIONERS</b> Polly Daigle Todd Fultz Daniel Johnson - Remote Vince Koester Kathleen Quong-Vermeire	<b>HWD STAFF</b> Jeremy DelMar, General Manager Anne Paige, Finance/Administrative Manager Tim Osborne, Engineering Manager Phil Hite, Operations Manager Caryn Frye, EA/Contract Coordinator	<b>HWD ATTORNEY(S)</b>  <b>CONSULTANTS</b>  <b>GUESTS</b>

### 1. CALL TO ORDER

President Daigle 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.

<b>Minutes:</b>					
June 28, 2022		<b>WARRANTS</b>			
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount	
Maintenance	09-075-0010	06/29/2022	27726 - 27740	\$ 49,192.74	
Maintenance	09-075-0010	07/06/2022	27741 - 27783	\$ 330,066.06	
Construction	09-075-3030	07/06/2022	902654 - 902659	\$ 134,612.93	
<b>ELECTRONIC FUNDS TRANSFER</b>					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Payroll Tax	09-075-0010	06/10/2022	06/22/2022	\$ 37,611.09	
Direct Deposit – Payroll	09-075-0010	06/10/2022	06/17/2022	\$ 91,789.26	
Dept of Retirement	09-075-0010	06/10/2022	06/21/2022	\$ 22,227.41	
Dept of Retirement - Deferred Compensation	09-075-0010	06/10/2022	06/17/2022	\$ 7,603.00	
Health Equity (KC-BEN105)	09-075-0010	06/10/2022	06/17/2022	\$ 133.69	
HRA VEBA (KC-BEN60)	09-075-0010	06/10/2022	06/17/2022	\$ 9,640.16	
Department of Revenue – B & O Taxes	09-075-0010	05/31/2022	06/27/2022	\$ 85,393.84	
Payroll Tax	09-075-0010	06/24/2022	07/06/2022	\$ 72,850.14	
Direct Deposit – Payroll	09-075-0010	06/24/2022	07/01/2022	\$ 131,572.34	
Dept of Retirement	09-075-0010	06/24/2022	07/05/2022	\$ 23,429.30	
Dept of Retirement - Deferred Compensation	09-075-0010	06/24/2022	07/01/2022	\$ 23,999.00	
Health Equity (KC-BEN105)	09-075-0010	06/24/2022	07/01/2022	\$ 133.69	
HRA VEBA (KC-BEN60)	09-075-0010	06/24/2022	07/01/2022	\$ 23,507.17	
Department of Labor & Industries	09-075-0010	06/30/2022	07/26/2022	\$ 6,699.83	
<b>CONSENT AGENDA RESOLUTIONS</b>					
Item #	Resolution #	Description			
N/A					



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#### 4. PUBLIC INPUT

No members of the public attended the meeting in person or remotely.

#### 5. RESOLUTIONS/MOTIONS

Resolution 22-7-6A authorizing appointing of Auditing Officers (Jeremy DelMar, Anne Paige, Phil Hite, Greg Wilson). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 22-7-6B accepting as complete Contract #20-70-08 with McClure and Sons, Inc. for Project 16-2 George Landon Pump Station No. 8, and Project 16-6 Pump Station No. 9 (Mansion Hill). Motion duly made and seconded. After discussion, the motion carried unanimously.

#### 6. STAFF/COMMISSIONERS/ATTORNEY

##### Phil Hite

6.1 Tank Vent Replacements - The North Hill tank vent replacement will be delayed. Sprint has equipment at site that needs to be removed. Delayed until September 2022. Bow Lake and Star Lake are complete.

6.2 Tyee Well PFAS Update – District staff is working with DOH on public notification and steps moving forward. Tyee will remain offline while the District determines next steps to proceed with treatment options to resolve the issue. The District is finalizing notices of an SAL exceedance to send to approximately 1,000 customers who receive primarily Tyee water when other sources are offline. DOH is asking for another test at Tyee while well is offline. Results take approximately 2 months. General Manager DelMar informed the Board that the District will need the services of RH2 Engineering who designed the Tyee Treatment plant to assist the District in evaluating feasible options for treatment.

##### Anne Paige

6.3 Employee Assistance Program (EAP) – Informed the Board of upcoming changes to the EAP. The District's current firm will be closing their business. The District has been evaluating other plans and recommends Wellspring as the new EAP provider. Staff will present a new proposal to the Board for their consideration at a future Board meeting.

6.4 Final Budget for 2021 – Ms. Paige presented a copy of the final 2021 Financials and Budget Vs Actuals in the Board Packet. If the Board has any future questions, they are welcome to reach out to staff.

##### Tim Osborne

6.5 19-1 2019 AC Water Main Replacement – Paving to be completed mid-July which will be the final portion of the project.

6.6 18-2 International BLVD at SR509 Road Improvement – Phase 1 includes hanging of piping on the new bridge on HWY 99 at S 206<sup>th</sup> St. Work should be completed this month. Phase 2 (section between 24<sup>th</sup> Ave S and S 188<sup>th</sup> St) will need a separate ILA with WSDOT. Ongoing negotiations with WSDOT will continue.



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6.7 22-2 Huntington Pk 2023 AC Watermain Replacement – The District received a scope and budget from BHC Consultants. Negotiations are still in progress.

**Jeremy DelMar**

6.8 Seattle Operating Board – Informed the Board that he will attend his first meeting on 7/6/22. Meeting will be regarding upcoming rates for the next three years. Also, a meeting to be held on 07/07/22 with the purveyor group and City of Seattle to go over 20-year contract renegotiation.

**Commissioners**

6.9 Commissioners Fultz and Quong-Vermeire recognized and welcomed General Manager DelMar into his new position.

There being no further business, President Daigle concluded the meeting at 9:29 a.m.

**BOARD OF COMMISSIONERS**

<p>DocuSigned by: <i>Polly Daigle</i> 38D186D074894E1</p> <hr/> <p><b>Polly Daigle</b>, President</p>	<p>X</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Daniel Johnson</i> 6E7D46D7088F467</p> <hr/> <p><b>Daniel Johnson</b>, Secretary</p>	<p>X</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Todd Fultz</i> 6728D379F2E418D</p> <hr/> <p><b>Todd Fultz</b>, Commissioner</p>	<p>X</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Vince Koester</i> 39CE3F3D2D7D408</p> <hr/> <p><b>Vince Koester</b>, Commissioner</p>	<p>X</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>
<p>DocuSigned by: <i>Kathleen Quong-Vermeire</i> 69FC139C4556416</p> <hr/> <p><b>Kathleen Quong-Vermeire</b>, Commissioner</p>	<p>X</p> <hr/> <p>Yea</p>	<p>_____</p> <hr/> <p>Nay</p>	<p>_____</p> <hr/> <p>Abstain</p>