



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes September 7, 2022

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

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.

Minutes:				
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	08/03/2022	27855 - 27874	\$ 50,227.00
Construction	09-075-3030	08/03/2022	902663 - 902664	\$ 29,187.00
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Payroll Tax	09-075-0010	08/19/2022	08/31/2022	\$ 33,330.86
Direct Deposit - Payroll	09-075-0010	08/19/2022	08/26/2022	\$ 81,519.17
Dept of Retirement	09-075-0010	08/19/2022	08/29/2022	\$ 19,918.75
Deferred Compensation	09-075-0010	08/19/2022	08/26/2022	\$ 5,224.50
HRA Veba	09-075-0010	08/19/2022	08/26/2022	\$ 10,290.84
HSA - Health Equity	09-075-0010	08/19/2022	08/26/2022	\$ 133.69
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
N/A				

4. PUBLIC INPUT

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

5. RESOLUTIONS/MOTIONS

Resolution 22-9-7A authorizing a cost-of-living (COLA) adjustment to pay schedules for non-represented and bargaining unit employees, effective January 2023. Motion duly made and seconded. After discussion, the motion carried unanimously.



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6. STAFF/COMMISSIONERS/ATTORNEY

Tim Osborne

- 6.1 Cost Analysis of the Tye & McMicken Well Facilities Presentation – Engineering Manager Osborne presented a PowerPoint presentation to the Board to illustrate the costs of producing water from District sources versus purchasing from Seattle Public Utilities. Discussion ensued. No action taken. The Board thanked Mr. Osborne for the information.
- 6.2 Emergency Main Relocation and Replacement along S 272nd St. Update – Osborne informed the Board that contract negotiations are underway.

Anne Paige

- 6.3 Recognition – Administrative Manager Paige thanked the Board of Commissioners and General Manager DelMar for their efforts to support District employees regarding the 2023 COLA.

Jeremy DelMar

- 6.4 Federal Way Franchise Agreement – General Manager DelMar informed the Board that he will be attending a conference call with the City on 9/8/22, to discuss the franchise agreement.
- 6.5 City of Tukwila – DelMar informed the Board that the City of Tukwila has approached the District and wants to discuss a franchise agreement.
- 6.6 City of Burien – DelMar attended a meeting with the new Burien City Manager, Adolfo Bailon along with other District Managers. Mr. Bailon would like to meet on a quarterly basis.



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There being no further business, President Daigle concluded the meeting at 9:58 a.m.

BOARD OF COMMISSIONERS

<p><small>DocuSigned by:</small> _____ Polly Daigle, President</p>	<p style="text-align: center;">x</p> <hr style="width: 100%;"/> <p style="text-align: center;">Yea</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Nay</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Abstain</p>
<p><small>DocuSigned by:</small> _____ Daniel Johnson, Secretary</p>	<p style="text-align: center;">x</p> <hr style="width: 100%;"/> <p style="text-align: center;">Yea</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Nay</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Abstain</p>
<p><small>DocuSigned by:</small> _____ Todd Fultz, Commissioner</p>	<p style="text-align: center;">x</p> <hr style="width: 100%;"/> <p style="text-align: center;">Yea</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Nay</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Abstain</p>
<p><small>DocuSigned by:</small> _____ Vince Koester, Commissioner</p>	<p style="text-align: center;">x</p> <hr style="width: 100%;"/> <p style="text-align: center;">Yea</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Nay</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Abstain</p>
<p><small>DocuSigned by:</small> _____ Kathleen Quong-Vermeire, Commissioner</p>	<p style="text-align: center;">x</p> <hr style="width: 100%;"/> <p style="text-align: center;">Yea</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Nay</p>	<hr style="width: 100%;"/> <p style="text-align: center;">Abstain</p>