



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes March 15, 2023

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

1. CALL TO ORDER

President Johnson 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	03/08/2023	28606 - 28608	\$	39,971.04
Maintenance	09-075-0010	03/15/2023	28609 - 28662	\$	452,401.18
Construction	09-075-0030	03/15/2023	902708 - 902708	\$	25,561.33
ELECTRONIC FUNDS TRANSFER					
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount	
Payroll Tax	09-075-0010	03/03/2023	03/15/2023	\$	34,601.57
Direct Deposit – Payroll	09-075-0010	03/03/2023	03/10/2023	\$	87,364.23
Dept of Retirement	09-075-0010	03/03/2023	03/13/2023	\$	20,686.18
Deferred Compensation	09-075-0010	03/03/2023	03/10/2023	\$	5,570.00
HRA - Veba	09-075-0010	03/03/2023	03/10/2023	\$	12,457.99
Health Equity - HSA	09-075-0010	03/03/2023	03/10/2023	\$	162.23
CONSENT AGENDA RESOLUTIONS					
Item #	Resolution #	Description			
None					



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4. PUBLIC INPUT

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

5. RESOLUTIONS/MOTIONS

Resolution 23-3-15A accepting as complete maintenance contract #21-50-16 with Asphalt Patch Systems, Inc. for small site asphalt and concrete patching repair work. Motion duly made and seconded to approve as presented. After discussion, the motion carried unanimously.

Resolution 23-3-15B authorizing communications site use and license agreement with T-Mobile West, LLC at the District's North Hill Tank – 505 208th St S, Des Moines, WA. Motion duly made and seconded to approve as presented. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Phil Hite

6.1 Franchise Agreement City of Tukwila and City of Federal Way: Operations Manager Hite informed the Board that he and General Manager DelMar attended a meeting with the City of Tukwila to discuss the franchise agreement. DelMar added that they are close to a tentative agreement and hope to have it resolved by the end of the week.

DelMar also informed the Board that he had a conversation with the City of Federal Way last week. Details are still being worked out with the attorneys. More to come in early April.

6.2 Staffing: Hite informed the Board that we posted the Utility Worker/Sr. Utility Worker on Monday with the hopes of hiring two people. He also mentioned that we will be posting for the GIS/Asset Management Administrator position by this Friday.

6.3 Asphalt Patch Systems Contract: Hite informed the Board that the current contract is near its end and he is working on increasing the contract amount and extending it through this year's paving season. He will present a change order resolution to the Board at the next meeting.

6.4 33rd Ave S & S 259th Pl Water Main Replacement - Update: Hite informed the Board that the District crew is still working on the emergency main replacement. They are currently working between 33rd and 34th Ave S.

Jeremy DelMar

6.5 EPA Regulations for PFAS: General Manager DelMar informed the Board that the EPA is proposing to regulate PFOA and PFOS at a MCL they can be reliably measured at 4 parts per trillion. He mentioned there are four additional types of PFAS that are going to be regulated. More information will be presented to the Board at a future meeting.



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There being no further business, President Johnson concluded the meeting at 9:21 a.m.

BOARD OF COMMISSIONERS

DocuSigned by:

Daniel Johnson

Daniel Johnson, President

DocuSigned by:

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, Secretary

DocuSigned by:

Polly Daigle

Polly Daigle, Commissioner

DocuSigned by:

Todd Fultz

Todd Fultz, Commissioner

DocuSigned by:

Vince Koester

Vince Koester, Commissioner