



HIGHLINE WATER DISTRICT
Regular Board Meeting Minutes
March 6, 2024

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

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: February 27, 2024				
WARRANTS				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	03/06/2024	29834 - 29835	\$ 1,426.20
Maintenance	09-075-0010	03/06/2024	29836 - 29851	\$ 66,670.81
Construction	09-075-3030	03/06/2024	902766 - 902766	\$ 78.00
ELECTRONIC FUNDS TRANSFER				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
Dept of Revenue - B & O Taxes	09-075-0010	01/31/2024	02/26/2024	\$ 93,618.09
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

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

5. RESOLUTIONS/MOTIONS

Resolution 24-3-6A commending employee, Sara Tungsvik, for five years of service. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 24-3-6B commending employee, Brandon Hoesel, for twenty-five years of service. Motion duly made and seconded. After discussion, the motion carried unanimously.



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes March 6, 2024

Resolution 24-3-6C authorizing Amendment #1 to Contract #23-60-06 with RH2 Engineering, Inc. for additional engineering design services relating to Project 23-1 DMPT/PS2 Electrical Upgrades and Generator Replacement. Motion duly made and seconded. After discussion, the motion carried unanimously.

6. STAFF/COMMISSIONERS/ATTORNEY

Phillip Hite

- 6.1 Project 21-3 Mansion Hill 2.5 MG Reservoir Int/Ext Recoat and Safety Improvements - Operations Manager Phillip Hite informed the Board that the pre-bid walkthrough took place yesterday and the bid opening will take place on March 14th.
- 6.2 Fence Update - Hite informed the Board that the HWD Headquarters fence installation is almost complete. Gates are being installed. Work should be complete by next week.

Logan Wallace

- 6.3 Des Moines Memorial Drive S 208th St to S 212th St Interlocal Agreement (ILA) Update - Engineering Supervisor Logan Wallace informed the Board that the District is still working on the ILA with the City. The District will complete their review and return it to the City to review next week. Negotiations are on-going.

Jeremy DelMar

- 6.4 City Comprehensive Plans - General Manager Jeremy DelMar has been working with several cities who have requested the District provide information on the Utility Element Section of their City Comprehensive Plans. The District is working on the requests but has not received requests from all the cities Highline serves.
- 6.5 Highline Water District Annual Report - DelMar informed the Board that staff is working on the Annual Report and should be presented to the Board in April.
- 6.6 Tyee/Port of Seattle PFAS Update - DelMar responded to Commissioner Todd Fultz's question regarding the status of Tyee. He informed the Board that he has not received a response from the Port to set up a meeting to discuss it with them.

Daniel Johnson

- 6.7 Water District 54 Property - Commissioner Daniel Johnson mentioned about a piece of land owned by Water District 54 located near Redondo, beyond their service area. He asked staff if they had any knowledge of the property or how it was acquired. Staff was unaware of the property but will research the request.
- 6.8 Summer Help - Johnson inquired about the District's need for summer help. Hite informed him that we will have two (2) positions available.



HIGHLINE WATER DISTRICT Regular Board Meeting Minutes March 6, 2024

There being no further business, President Quong-Vermeire concluded the meeting at 9:28 a.m.

BOARD OF COMMISSIONERS

DocuSigned by:

Kathleen Quong-Vermeire

Kathleen Quong-Vermeire, President

DocuSigned by:

Vince Koester

Vince Koester, Secretary

DocuSigned by:

Polly Daigle

Polly Daigle, Commissioner

DocuSigned by:

Todd Fultz

Todd Fultz, Commissioner

DocuSigned by:

Daniel Johnson

Daniel Johnson, Commissioner