



## Highline Water District Regular Board Meeting Minutes July 15, 2015

<b>ATTENDEES</b>		
<b>COMMISSIONERS</b> Commissioner Position 1 - Vacant Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	<b>HWD STAFF</b> Matt Everett, General Manager Jeremy DelMar, Engineering/Ops. Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	<b>HWD ATTORNEY(S)</b> John Milne, Inslee Best  <b>VISITORS</b>
<b>Strikeouts indicate absence</b>		

**1. CALL TO ORDER**

President Landon 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.

Consent Agenda Items are considered to be routine and non-controversial and are generally approved as a group with one motion. Any Commissioner may remove any item from the Consent Agenda for separate discussion and action. Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.080 have been recorded on a listing, which was made available to the Board of Commissioners.

**Minutes:** July 1, 2015 Regular Meeting

<b>WARRANTS</b>				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	07/06/15	18957 - 18957	\$ 5,468.87
Maintenance	09-075-0010	07/16/15	18958 - 19020	\$ 823,721.64
Construction	09-075-3030	07/16/15	901764 - 901768	\$ 42,829.49

<b>ELECTRONIC TRANSFER FUNDS</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	07/03/15	07/15/15	\$ 25,579.65
Direct Deposit – Payroll	09-075-0010	07/03/15	07/10/15	\$ 64,689.91
Dept of Retirement	09-075-0010	07/03/15	08/14/15	\$ 13,472.47
Dept of Retirement - Deferred Compensation	09-075-0010	07/03/15	07/10/15	\$ 3,708.00
Health Equity (KC-BEN96)	09-075-0010	07/03/15	07/10/15	\$ 197.30
Health Equity (KC-BEN105)	09-075-0010	07/03/15	07/10/15	\$ 88.64
HRA VEBA (KC-BEN60)	09-075-0010	07/03/15	07/10/15	\$ 3,951.63
Dept of Revenue - Leasehold Tax	09-075-0010	06/30/15	07/30/15	\$ 2,171.99

<b>CONSENT AGENDA RESOLUTIONS</b>		
Item #	Resolution #	Description
None		

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS/MOTIONS**

Resolution 15-7-15A authorizing waiving competitive bidding requirements for purchasing equipment relating to Project 15-1 Tyee Well Redevelopment. Motion duly made and seconded. After discussion, the motion carried unanimously.



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**6. STAFF/COMMISSIONERS/ATTORNEY**

**Jeremy DelMar**

- 6.1 Project 13-1A Angle Lake AC Water Main Replacement – The bid opening was held on 7/14/15 at 10:00 am. The District received three (3) bids. The apparent low bidder is Kar-Vel Construction, Inc. The bids and references are in review. A resolution will be presented at the 7/21/15 Special Board meeting to recommend awarding the project.

As discussed with the Board at the 6/17/15 meeting, BHC Consultants will be submitting a scope of work for construction administration services. A resolution to authorize an amendment to BHC's design contract for construction services will be presented at a future Board meeting.

**Matt Everett**

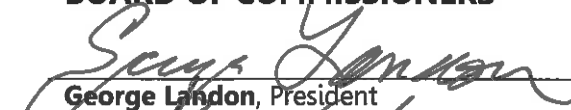
- 6.2 SPU Water Supply Outlook – A news advisory from SPU dated 7/8/15 stated that the City's water supply outlook changed from 'good' to 'fair' due to the hot, dry June weather. SPU is preparing pumps that can help access additional water at Chester Morse Lake Reservoir in the Cedar River watershed and turning on the city's well field pumps north of SeaTac Airport to help manage the city's water supply.

**John Milne**

- 6.3 Vacant Commissioner 1 Position – Mr. Milne discussed the state statutes and process to appoint a qualified person to fill the vacant Commissioner 1 Position. The Board was in agreement to publish a request for statements of interest in the Westside Weekly (Highline Times) and District website. The Board has 90 days from the date of vacancy (6/28/15) to appoint someone to fill the position.

There being no further business of the District, President Landon concluded the meeting at 9:42 a.m.

**BOARD OF COMMISSIONERS**

  
George Landon, President

  
Vince Koester, Secretary

Commissioner (Position 1) - Vacant

  
Daniel Johnson, Commissioner

  
Kathleen Quong-Vermeire, Commissioner