



Highline Water District Board Workshop Meeting Minutes February 23, 2016

ATTENDEES		
COMMISSIONERS Todd Fultz Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Engr./Operations Mgr. Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne, Inslée Best VISITORS Lara Kammereck, Carollo Engineers Alena Bennett, Carollo Engineers
Strikeouts indicate absence		

1. CALL TO ORDER

President Koester 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: February 3, 2016 Regular Meeting

WARRANTS

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	02/05/16	19695 - 19695	\$ 2,541.06
Maintenance	09-075-0010	02/18/16	19696 - 19745	\$ 124,166.26
Construction	09-075-3030	02/18/16	901825 - 901826	\$ 199,703.37

CONSENT AGENDA RESOLUTIONS

Item #	Resolution #	Description
None		

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

Motion 16-2-23(1) duly made and seconded to authorize the District to contribute the employer portion plus interest to PERS 1 Department of Retirement for Commissioner Quong-Vermeire's previous six-year term (2010-2015) with the provision that Commissioner Quong-Vermeire contribute her employee portion. After discussion, the motion carried with Quong-Vermeire abstaining.

6. COMPREHENSIVE WATER SYSTEM PLAN UPDATE

At the request of the District, Lara Kammereck, PE, PMP, Project Manager and Alena Bennett, Environmental Engineer, with Carollo Engineers, gave a presentation to the Board on the Water System Plan Overview. Items reviewed included the following:

- Planning Data and Water Demands;
- Description of Water System;
- Water System Analysis;
- Water Resource Analysis;
- Operations and Maintenance Program;
- Improvement Program;
- Financial Program.

 Discussion ensued. Carollo Engineers will provide the Board with copies of the plan on thumb drives.



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7. OTHER

Matt Everett

- 7.1 2/18/16 Des Moines City Council Study Session (Franchise Agreement Discussion) – The purpose of the meeting was to discuss the goals, negotiation format, schedule, communications and issues to address in the franchise agreement. Matt Everett, Commissioners' Johnson and Fultz, and John Milne attended the council meeting along with representatives from Midway Sewer District, Southwest Suburban Sewer District and King County Water District No. 54. Draft franchise agreements will be prepared and exchanged with the City. The next meeting will be held at Midway Sewer District on 3/16/16.

There being no further business of the District, President Koester concluded the meeting at 10:29 a.m.

BOARD OF COMMISSIONERS



Vince Koester, President



Todd Fultz, Secretary



Daniel Johnson, Commissioner



George Landon, Commissioner



Kathleen Quong-Vermeire, Commissioner