



## Highline Water District Regular Board Meeting Minutes June 6, 2018

| <b>ATTENDEES</b>  |  |  | (Strikeouts indicate absence) |
|---|--|--|-------------------------------|
| <b>COMMISSIONERS</b><br>Todd Fultz<br>Daniel Johnson<br>Vince Koester<br>George Landon<br>Kathleen Quong-Vermeire | <b>HWD STAFF</b><br>Matt Everett, General Manager<br>Jeremy DelMar, Engr./Operations Mgr.<br>Debra Prior, Administrative Manager<br>Mary Fossos, Project Coordinator, CIPs | <b>HWD ATTORNEY(S)</b><br><del>John Milne, Insee Best</del><br><b>CONSULTANTS</b><br><br><b>PUBLIC</b> |                               |

**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.

| <b>Minutes:</b>                            | May 22, 2018 Board Workshop |               |                   |              |               |
|--|-----------------------------|---------------|-------------------|--------------|---------------|
| WARRANTS                                   |                             |               |                   |              |               |
| Fund Name                                  | Fund No.                    | Warrant Date  | Vouchers          |              | AMOUNT        |
| Maintenance                                | 09-075-0010                 | 06/07/18      | 22659 - 22695     |              | \$ 438,719.61 |
| Construction                               | 09-075-3030                 | 06/07/18      | 902113 - 902114   |              | \$ 100,806.99 |
| ELECTRONIC FUNDS TRANSFER                  |                             |               |                   |              |               |
| Description                                | Fund No.                    | Period Ending | EFT Transfer Date | AMOUNT       |               |
| Payroll Tax                                | 09-075-0010                 | 05/18/18      | 05/30/18          | \$ 26,764.90 |               |
| Direct Deposit – Payroll                   | 09-075-0010                 | 05/18/18      | 05/25/18          | \$ 70,826.56 |               |
| Dept of Retirement                         | 09-075-0010                 | 05/18/18      | 06/15/18          | \$ 20,839.62 |               |
| Dept of Retirement - Deferred Compensation | 09-075-0010                 | 05/18/18      | 05/25/18          | \$ 3,947.50  |               |
| Health Equity (KC-BEN96)                   | 09-075-0010                 | 05/18/18      | 05/25/18          | \$ 267.94    |               |
| Health Equity (KC-BEN105)                  | 09-075-0010                 | 05/18/18      | 05/25/18          | \$ 121.91    |               |
| HRA VEBA (KC-BEN60)                        | 09-075-0010                 | 05/18/18      | 05/25/18          | \$ 6,494.16  |               |
| CONSENT AGENDA RESOLUTIONS                 |                             |               |                   |              |               |
| Item #                                     | Resolution #                | Description   |                   |              |               |
| None                                       |                             |               |                   |              |               |

**4. PUBLIC INPUT**

No members of the public attended the meeting.

**5. RESOLUTIONS/MOTIONS**

Resolution 18-6-6A authorizing Consultant Contract 18-60-17 with S&B, Inc. for the 2018 Remote Telemetry Unit Upgrades. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 18-6-6B authorizing an Interlocal Agreement with Valley View Sewer District relating to the Valley View/Tukwila Loop Sewer, Phase One Project. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 18-6-6C authorizing a developer extension agreement (Vintage Housing Development at SeaTac). Motion duly made and seconded. After discussion, the motion carried unanimously.



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**5. RESOLUTIONS/MOTIONS**

Resolution 18-6-6D awarding Contract 18-70-14 to Hokkaido Drilling, Inc. for Project 18-4 McMicken Well Inspection and Cleaning. Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 18-6-6E authorizing interlocal agreement with the City of Des Moines for use of Certain District Property located at the District's North Hill Water Storage Tank for City Parks and Recreation purposes. Motion duly made and seconded. After discussion, the motion carried unanimously.

**6. STAFF/COMMISSIONERS/ATTORNEY**

**Debbie Prior**

- 6.1 2018 1st Quarter Financial Report - Debbie reviewed and discussed with the Board the Statement(s) of Net Position; Revenues, Expenses and Changes in Net Position; and the Sources and Applications of Funds (Budget vs. Actual).
- 6.2 2017 Annual Report - The 2017 Annual Report was sent to the State Auditor's Office. A copy of the report was sent to the Board for their review.
- 6.3 Commissioner Compensation Increase - The Office of Financial Management published the new dollar threshold for Water/Sewer District Board Members. The new dollar threshold is \$128 dollars per day conducting District business, with a new annual compensation limit of \$12,288 dollars. The new dollar threshold takes effect July 1, 2018.

There being no further business of the District, President Johnson concluded the meeting at 9:32 a.m.

**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
**Daniel Johnson**, President

  
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**Kathleen Quong-Vermeire**, Secretary

  
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**Todd Fultz**, Commissioner

  
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**Vince Koester**, Commissioner

  
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**George Landon**, Commissioner