



Highline Water District Regular Board Meeting Minutes May 1, 2019

ATTENDEES		(Strikeouts indicate absence)
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 Logan Wallace, Sr. Project Engineer	HWD ATTORNEY(S) CONSULTANTS GUESTS

1. CALL TO ORDER

Secretary 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.

Minutes:	April 23, 2019			
WARRANTS				
Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	04/26/19	302633 - 302633	\$ 1,063.11
Maintenance	09-075-0010	05/02/19	23824 - 23844	\$ 38,035.22
Construction	09-075-3030	05/02/19	902217 - 902220	\$ 462,478.40
ELECTRONIC FUNDS TRANSFERS				
Description	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	04/19/19	05/01/19	\$ 30,545.15
Direct Deposit – Payroll	09-075-0010	04/19/19	04/26/19	\$ 80,052.44
Dept of Retirement	09-075-0010	04/19/19	05/15/19	\$ 46,649.51
Dept of Retirement - Deferred Compensation	09-075-0010	04/19/19	04/26/19	\$ 3,858.50
Health Equity (KC-BEN96)	09-075-0010	04/19/19	04/26/19	\$ 274.99
Health Equity (KC-BEN105)	09-075-0010	04/19/19	04/26/19	\$ 128.82
Health Equity (KC-GEN238)	09-075-0010	04/19/19	04/26/19	\$ 37.21
HRA VEBA (KC-BEN60)	09-075-0010	04/19/19	04/26/19	\$ 5,020.39
CONSENT AGENDA RESOLUTIONS				
Item #	Resolution #	Description		
None				

4. PUBLIC INPUT

No members of the public attended the meeting.

5. RESOLUTIONS/MOTIONS

No resolutions or motions were presented at the meeting.



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6. STAFF/COMMISSIONERS/ATTORNEY

Logan Wallace

- 6.1 Project 18-2 SR 509 Phase 1B- Pace Engineering Amendment for 30% Design Services – The District needs to submit 30% design drawings to WSDOT for incorporation into their project. The District has reached a tentative agreement with WSDOT for design requirements. A resolution to amend PACE Engineers contract for additional design services will be presented to the Commissioners at the 5/15/19 Board meeting for their consideration.

Jeremy DelMar


- 6.2 Project 16-3 Mansion Hill Reservoir Relocation – Staff will explore the feasibility for a change order with T Bailey Inc. to perform the offsite 490 Zone water main replacement (1,200 LF of 16" D.I. along 31st Ave S to 11th Ave S) which is the District's portion of Project 16-4. A resolution for a change order will be presented at a future Board meeting.
- 6.3 Project 18-2 SR 509 Phase 1A – ILA with Midway Sewer – The District proposes to move the existing water mains in SR99 early this summer with Midway's sewer mains through an ILA to accommodate WSDOT starting bridge construction. Midway Sewer District would be the lead agency.

Matt Everett

- 6.4 2018 Annual Report – The final report was distributed to the Board. Matt reviewed the District's staffing, infrastructure projects (completed and ongoing), Operation and Maintenance goals achieved, locates, developer extensions (completed and ongoing) and Administrative achievements, including another clean audit. The 2018 Annual Report will be posted on the District's website.

There being no further business of the District, Secretary Koester concluded the meeting at 9:34 a.m.

BOARD OF COMMISSIONERS




Kathleen Quong-Vermetre, President



Vince Koester, Secretary



Todd Fultz, Commissioner



Daniel Johnson, Commissioner



George Landon, Commissioner