



# Highline Water District Workshop Minutes September 23, 2008

**COMMISSIONERS PRESENT**

Gerald R. Guite  
Vince Koester  
George Landon  
Kathleen Quong-Vermeire  
Daniel Johnson

**CONSULTANT PRESENT**

**STAFF PRESENT**

Matt Everett, General Manager  
Thomas Keown, Eng./Ops. Manager  
Debra Prior, Administrative Manager  
Mary Fossos, Project Coordinator, CIPs

**ATTORNEY PRESENT**

John Milne

Note: Strikeouts indicate absence

**1. CALL TO ORDER**

President Koester called the meeting to order at 9:01 AM.

**2. APPROVE AGENDA**

Commissioner Landon's motion to approve the Agenda as presented was seconded by Commissioner Johnson and carried unanimously.

**3. CONSENT AGENDA**

**Minutes:** September 3, 2008 Regular Meeting

Fund Name	Fund No.	Warrant Date	Vouchers	AMOUNT
Maintenance	09-075-0010	09/23/08	010746 - 010811	\$ 878,484.07
Construction	09-075-3030	09/23/08	901009 - 901013	\$ 57,603.22
Maintenance - Payroll	09-075-0010	09/12/08	302554	\$ 383.71

Fund Name	Fund No.	Period Ending	EFT Transfer Date	AMOUNT
Payroll Tax	09-075-0010	09/05/08	09/17/08	\$ 22,631.31
Direct Deposit	09-075-0010	09/05/08	09/12/08	\$ 59,327.55
Dept of Retirement	09-075-0010	08/22/08	09/15/08	\$ 11,199.40
Dept of Retirement – Deferred Comp	09-075-0010	09/05/08	09/12/08	\$ 2,988.00
HRA VEBA	09-075-0010	09/05/08	09/12/08	\$ 2,554.50
Dept of Revenue – B&O Tax	09-075-0010	08/31/08	09/26/08	\$ 71,094.83

**4. PRESENTATION – FAR WEST FAMILY SERVICES (Katie Frisbie)**

Ms. Frisbie distributed pamphlets to the Board and staff and commented on the services that are available to the Commissioners and the District's employees.

The Board thanked Ms. Frisbie for the information she provided.

**5. PRESENTATION – PROPOSAL FROM CASCADE WATER ALLIANCE (CWA) TO FORM A REGIONAL PARTNERSHIP WITH HIGHLINE WATER DISTRICT (Ed Oberg, CWA CEO, Clair Olivers, Clair Olivers and Associates)**

Mr. Oberg distributed copies of their PowerPoint presentation to the Board and staff.

The following items were addressed:



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### 5. PRESENTATION – PROPOSAL FROM CASCADE WATER ALLIANCE (CWA) TO FORM A REGIONAL PARTNERSHIP WITH HIGHLINE WATER DISTRICT (Ed Oberg, CWA CEO, Clair Olivers, Clair Olivers and Associates)

#### Proposal

- Wheeling of 1 MGD (based on current infrastructure)
  - Tacoma Public Utilities (TPU) and Lakehaven (LUD) supply through Highline to Tukwila.*
  - Utilizes existing infrastructure.*
  - Wheeling would begin in 2009?*
- Evaluate Additional Wheeling Potential
  - Complete distribution.*
- Long Term Wheeling
  - Permanent supply to Tukwila (Tukwila to Skyway)*
- Provisions by Cascade Water Alliance:
  - Capital Improvement costs.*
  - Wheeling Operations & Maintenance*
- Potential Benefits to Highline Water District:
  - Would address seasonal low-pressure problem in south-end of District at no cost to Highline Water District.*
  - Would provide additional revenue.*
  - Would establish an emergency supply from Lakehaven.*
  - Would set a framework for potential supply to Highline from Lakehaven (or from TPU or Cascade).*
  - Would build valuable partnerships.*

Commissioner Quong-Vermeire asked Mr. Oberg and Mr. Olivers to provide a more detailed plan for the Commissioners and staff to review.

The Board thanked Mr. Oberg and Mr. Olivers for their presentation and said they would consider their proposal.

### 6. OTHER

#### **Matt Everett**

*Matt commented on the following item(s) from the General Manager's Report of 9/23/08:*

9/16/08 Emergency Repair @ 3412 S. 200<sup>th</sup> St. – Dave Stanley dispatched crew to the site at 1:30 PM. Water main was shut down at 3:00 PM. Twenty-three residents were out of service. A 7' foot section of A/C was cut out. Ductile iron pipe was spliced in with transition coupling to make the repair. Service was restored at approximately 3:30 PM. Water loss is estimated at 54,000 gallons. Property damage was minimal. An asphalt



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**6. OTHER**

and concrete patch is needed. Dave recommended abandoning the 3" AC main on the north side of S. 200<sup>th</sup> Street in between 32<sup>nd</sup> Ave S. and Military Rd. S.

Personnel Issue – Increase an employee's pay by two (2) steps. Matt asked the Board to consider this for an employee. Commissioner Johnson's motion to authorize the pay increase was seconded by Commissioner Koester. After discussion, the motion carried unanimously.

**Debbie Prior**

Flu Shots – Debbie reminded the Board that the annual flu shots will be administered at the District on Wednesday, October 22, 2008 between 7:30 AM – 8:30 AM.

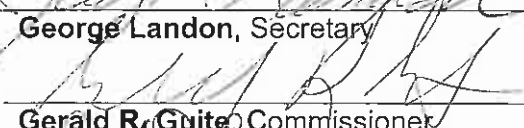
Entrance Conference – The State Auditors will be on the 10/15/08 Board Meeting Agenda.


There being no further business of the District, Commissioner Koester adjourned the meeting at 10:06 AM.

**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Vince Koester, President

  
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George Landon, Secretary

  
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Gerald R. Guite, Commissioner

  
\_\_\_\_\_  
Daniel Johnson, Commissioner

  
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Kathleen Quong-Vermeire, Commissioner