

**MIDWAY SEWER DISTRICT  
COMMISSIONERS WORKSHOP  
April 14, 2008**

The workshop was called to order by the Chairman at 9:00 a.m.

Commissioners Hendrickson, Koester and Landon were present. Also present: Ms. Ford, Mr. Montieth, Mr. Crahan and Mr. Kase.

**REVIEW OF THE LAST WORKSHOP'S PROGRESS:**

The Manager said that it was his understanding that the policy as modified at the March 10, 2008, workshop is the final policy for the new infiltration and inflow program. The Board agreed that policy has been finalized. The Manager said that he would ask the attorney to prepare a resolution adopting this policy for the Board consideration at a future meeting.

Progress on the video inspection of the Salt Air Hills project was reported by Mr. Montieth. He indicated that due to the side sewer configurations it was decided to attempt video inspections from the house side of the sewer. There are about 200 homes or so in this project area. To date only about 20 authorizations allowing access to private property have been obtained. There appears to be a significant language barrier as well as a lot of absent owners (rental property). We may need to develop our construction plans with less than perfect side sewer location information. Commissioner Hendrickson suggested resending out the notices in several different languages in an attempt to get more responses. The Manager asked what languages should the notice be translated into? Commissioner Hendrickson suggest checking with the Kent Police and the local fire department to see if they know what languages are most prevalent in the Salt Air Hills area.

**FOLLOWING FINALIZED POLICY WE NEED TO DEVELOP FORMS AND NOTICES:**

The Manager indicated that several notices, forms and agreements remain to be developed in order to implement the new I&I program. The (courtesy) notice to property owner is basically complete unless the Board wants changes. The official notice to property owner needs to be reviewed by the attorney and will require a mail tracking system that can monitor how much time has passed since the notice was sent via certified mail. The consent to inspect form will also need to be reviewed by the attorney. The inspection report form can be developed by staff and he suggested that Mr. Crahan and Mr. Montieth would be a good choice for this task. The certification of compliance with I & I regulations form needs to be reviewed by the attorney. The loan application form and loan agreement will also require input from the attorney.

In addition to these forms, a specification for the procurement of infiltration and inflow inspection services needs to be developed as well as an advertisement soliciting qualified bidders for this service.

**SOURCE CONTROL:**

Commissioner Hendrickson indicated that he would like the District to begin enforcement of the District's sewer discharge standards, with an emphasis on control of fats, oils and grease (FOG). The Manager said that this would require a full time equivalent and the development of a policy, job description, customer database and possibly some authority from the Department of Ecology. The Board instructed the Manager to compare the cost of the problem with the cost of the solution to the problem and report back to the Board at a future meeting.

The next meeting is scheduled for April 23, 2008 at 4:00 p.m. and the next workshop is scheduled for May 12, 2008 at 9:00 a.m.

The workshop adjourned at 9:50 am.

ATTEST:

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KEN J. KASE

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VINCENT KOESTER - SECRETARY