

WATER COMMITTEE Meeting
JULY 13, 2013
Minutes

The Meeting was Called to Order at 9:00 a.m.

Roll Call: Chair Phyllis Antonsen, Secretary Don Bird, Treasurer Scott Carey, Ken Ayres, Brian Smith. Steve Saylor is excused.

Employees attending: Sheila Hedlund and Bill Bernier

Guests: None

Approval of Minutes

A motion was made by Don Bird, seconded by Scott Carey and passed with no nays as follows:

To Approve the Minutes of June 8, 2013 as written

Additions to Agenda: None

Comments from Guests: None

Financial Report

1) Review

2) Service disconnect status, 33 Accounts paid in full and 12 past due accounts made partial payments

A motion was made by Brian Smith, seconded by Don Bird and passed with no nays as follows:

To approve the Financial Report for June 2013 as presented

Action Items

1) Additions - BAT Testing secondary system every three years was added in June

Water Distribution Manager's Report

1) Well #6 Status

The well is currently operational but is not running automatically, Jester will be in next week to reprogram. It is expected to have the Well back on line early next week.

The well is currently producing 150 gallons/minute but has a 250 gallon/minute pump installed. Research is being done as to why such a large pump was installed in the first place.

When all is said and done the well will be set up to produce 130 gallons/minute keep us below our maximum allowed.

2) Review "Thoughts"

The door replacement at the #3 booster house was discussed. The door will be replaced in it's entirety to include jams and thresholds, the concrete will be scored to divert water. Squirrel screens will also be installed.

Correspondence: None

Old Business

1) Water System Plan status

Bill reported that DOH has not established a time line for completion of the review.

New Business

1) 2013-14 Budget

Bill was asked to bring a capital improvement priority list. All members were asked to bring their input to the next meeting.

Announcements Next meeting date - Saturday, August 10, 2013 @ 9:00 am

Don Bird will not be at the next meeting.

Closed Session: None

Motion to adjourn.

A motion was made by Brian Smith, seconded by Scott Carey and passed with no nays as follows:

To Adjourn the meeting at 9:32 a.m.

These minutes have not been approved by the Water Committee
Respectfully Submitted by: Sheila Hedlund

MOTIONS TO THE BOARD

motion was made by Don Bird, seconded by Scott Carey and passed with no nays as follows:

To Approve the Minutes of June 8, 2013 as written

Lake Limerick Water System			
Statement of Income and Expenses - Fiscal Year Oct 2012 through Sept 2013			
Status as of 6/30/13			
O.C.C.U. Savings Account	\$	9,008.39	
O.C.C.U. Checking Account	\$	113,360.09	
K(nk Checking	\$	35,353.92	
ED Jones Designated Savings	\$	146,965.59	
Key Bank Main Line Replacement Account	\$	29,969.07	
Accounts Receivable	\$	61,100.36	
	\$	395,757.42	

Capital Improvements	Budget	Actual Cost	Budget Balance
Meter Replacements, budget \$ from FY 10/11 & 11/12	\$ 99,918.00	\$ 237,821.13	\$ (137,903.13)
Back Flow Assemblies	\$ 62,500.00	\$ 24,057.56	\$ 38,442.44
Well #4, Redesign of pumping system	\$ 5,000.00		
Reserve Acct for Main Line Replacement Engineering	\$ 11,490.00	\$ 8,617.50	\$ 2,872.50
F.Y. 2012 - 2013 Totals:	\$ 78,990.00	\$ 237,821.13	\$ (137,903.13)

Non Budgeted Capital Improvements Well #6 Repairs		\$ 17,379.70	
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St of WA Dept of Public Works Loan Well #6	Loan Amt	Int Pymts	Principle Paid
Loan Amount	\$ 343,941.00		
October 2005 Loan Payment #1 (Int Only)	\$ 343,941.00	\$ 4,467.75	
October 2006 Loan Payment #2	\$ 325,838.85	\$ 5,159.13	\$ 18,102.15
October 2007 Loan Payment #3	\$ 307,736.70	\$ 4,887.58	\$ 18,102.15
October 2008 Loan Payment #4	\$ 289,634.55	\$ 4,616.05	\$ 18,102.15
October 2009 Loan Payment #5	\$ 271,532.39	\$ 4,344.52	\$ 18,102.16
October 2010 Loan Payment #6	\$ 253,430.23	\$ 4,072.99	\$ 18,102.16
October 2011 Loan Payment #7	\$ 235,328.07	\$ 3,801.45	\$ 18,102.16
October 2012 Loan Payment #8	\$ 217,225.91	\$ 3,529.92	\$ 18,102.16
October 2013 Loan Payment #9	\$ 199,123.75		

Total Cost of Cross Connection Control Devices:	(project completed June 2009)		\$ 252,626.01
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Date	#of \$3 pymts	Total Collected	Balance to pay off
amt collected F.Y.06-07,07-08,08-09,09-10,10-11&11-12		\$ 2,229,560.32	\$ 23,065.69
Oct-12	1431	\$ 4,293.00	\$ 18,772.69
Nov-12	1312	\$ 3,936.00	\$ 14,836.69
Dec-12	1300	\$ 3,900.00	\$ 10,936.69
Jan-13	1193	\$ 3,579.00	\$ 7,357.69
Feb-13	1630	\$ 4,890.00	\$ 2,467.69
Mar-13	1251	\$ 2,467.69	\$ -

The WC has determined that the \$3 charge will remain on the monthly billing and will be used for the installation of the 44 new BFA units as required by the results of the Hazard Survey. Once the units are installed the future collection of the \$3 will be used for testing and ongoing maintenance of the assemblies

Mar-13, Balance Forward:		\$ 1,285.31	\$ 1,285.31
Apr-13	1385	\$ 4,155.00	\$ 5,440.31
May-13	1130	\$ 3,390.00	\$ 8,830.31
5/14/13 BackFlo Pros-Installs \$23132.56 Testing \$925.00		\$ (24,057.56)	\$ (15,227.25)
Jun-13	1209	\$ 3,627.00	\$ (11,600.25)
Jul-13			\$ (11,600.25)
Aug-13			\$ (11,600.25)
Sep-13			\$ (11,600.25)

Payments Collected for Meter Replacements	#of Payments @ \$5/pymt	Total / Month	Total Collected
amount collected F.Y. 09-10, 10-11 & 11-12		\$ 204,065.00	\$ 204,065.00
Oct-12	1337	\$ 6,685.00	\$ 210,750.00
Nov-12	1210	\$ 6,050.00	\$ 216,800.00
Dec-12	1184	\$ 5,920.00	\$ 222,720.00
Jan-13	1028	\$ 5,140.00	\$ 227,860.00
Feb-13	1337	\$ 6,685.00	\$ 234,545.00
Mar-13	1115	\$ 5,575.00	\$ 240,120.00
COST TO COMPLETE METER INSTALLATION:			\$ 237,821.13

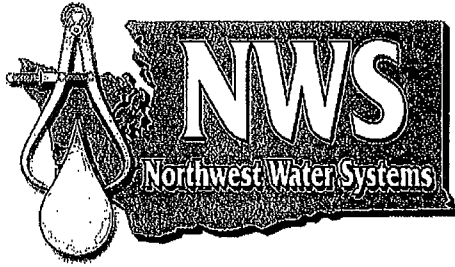
REFERENCE TO MAIN LINE REPLACEMENT ACCOUNT:	Dep4/13/13		
Apr-13	1227	\$ 6,135.00	\$ 8,433.87
May-13	996	\$ 4,980.00	\$ 13,413.87
Jun-13	1107	\$ 5,535.00	\$ 18,948.87
Jul-13			
Aug-13			
Sep-13			

LAKE LIMERICK WATER SYSTEM
 FINANCIAL STATEMENTS
 FISCAL YEAR 2012 - 2013
 as of June 30, 2013

	TOTAL	Annual Budget	YTD %
Ordinary Income/Expense			goal 75%
Income			
Gross Revenue - Administration			
NSF Check Fees	-2.00	0.00	0%
Total Gross Revenue - Administration	-2.00	0.00	0%
Gross Revenue Water			
Water Disconnect Fee	0.00	150	0%
Water Excess Use Charge	5,692.00	10000	57%
Water Meter Hookup	0.00	2000	0%
Water Meter Lock/Lockout	300.00	120	250%
Water Meter Locked	6,519.00	10000	65%
Water Metered	274,563.00	364000	75%
Water Non Metered	17,190.00	22200	77%
Total Gross Revenue Water	304,264.00	408470	74%
Total Income	304,262.00	408,470.00	74%
Gross Profit	304,262.00	408,470.00	74%
Expense			
Accounting			
Accounting Assistance	270.00	2,000.00	14%
Accounting Audit	0.00	0.00	0%
Accounting Review	714.30	2,000.00	36%
Total Accounting	984.30	4,000.00	25%
Bank Service Charges	115.03	400.00	29%
Credit Card Service Charges	1,728.73	2,500.00	69%
Depreciation	45,000.00	60,000.00	75%
Dues & Subscriptions	643.00	800.00	80%
Employee Expense			
Education of Employees	261.00	1500	17%
Health Insurances	0.00	0	0%
L&I Insurance	818.40	1100	74%
Payroll Tax Expense	5,077.78	6600	77%
Salaries & Wages	47,567.63	56580	84%
Retro Tax Expense	-1,418.31		
Vacation & Sick Leave	820.36	3800	22%
Total Employee Expense	53,126.86	69580	76%
Engineering Services	15,000.00	17000	88%
Equipment Rent	595.01	1000	60%
Insurance	6,301.17	9500	66%
License Fees	0.00	1000	0%
License & Permits	2,243.64	1500	150%
New Equipment Purchase	50.49	0	0%
Newsletter Expense	1,112.29	2000	56%

LAKE LIMERICK WATER SYSTEM
 FINANCIAL STATEMENTS
 FISCAL YEAR 2012 - 2013
 as of June 30, 2013

	TOTAL	Annual Budget	YTD %
Office Expense	3,290.45	3300	100%
Postage	6,598.99	6500	102%
Professional Services	43,055.20	47500	91%
Repairs & Maintenance			
Equipment	735.58	5000	15%
General	34,280.37	23000	149%
Auto Maintenance	497.01	0	0%
Total Repairs & Maintenance	35,512.96	28,000.00	0%
Security Service Contracts	4,641.00	6400	73%
Service Contracts	0.00	1500	0%
Supplies	1,983.21	5000	40%
Taxes			
Property Taxes	937.67	2500	38%
WA St Excise Tax	14,202.79	19200	74%
Total Taxes	15,140.46	21700	70%
Telephone	2,167.93	2000	108%
Utilities	12,648.77	20000	63%
Vehicle Expense	4,014.77	6000	67%
Water Testing	0.00	200	0%
Well # 6 Annual Payment	0.00	18000	0%
Total Expense	255,954.26	335,380.00	76%
Net Ordinary Income	48,307.74	73,090.00	66%
Other Income/Expense			
Other Income			
Interest Income	-228.11	4000	-6%
Miscellaneous Income	0.00	500	0%
Service Charges	5,001.23	5400	93%
Total Other Income	4,773.12	9900	48%
Other Expense			
Interest Expense Well #6	0.00	3800	0%
Misc. Expense	73.90	200	37%
Total Other Expenses	73.90	4000	2%
Net Other Income	4,699.22	5900	80%
Net Income	53,006.96	78,990.00	67%



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July 10, 2013

Lake Limerick Water System July Meeting

The general condition of the water system is good with no concerns as to system pressures or water availability to the customers.

Well Conditions:

Well #1 booster pump is operating with the timer to prevent it from "competing" with the other booster pumps on the system with pressure settings. It is important to keep a turn-over of water in the reservoir and this will ensure proper consumption.

Well #2 is still in stand-by and its use will only be required in extreme cases.

Wells #3A and B are operating normally.

Well #4 is operating normally.

Well #5 is operating properly.

Well #6 is still down; however the well was scrubbed, bailed, and the screen reconditioned. The pump was reinstalled and tested. We were **unable** to put the pump controller in automatic. I did not have time to troubleshoot this at the time of writing this report but I plan to spend some time on it this week (before your meeting).

The following may be more detail than you want to know, but I want to have a good record of what we are finding.

When the pump was reinstalled we removed 20' of drop pipe to ensure that we were limiting the pressure on the new screen. This has put the pump suction at 400' below ground level with the top of the screen at 425'.

We performed a short drawdown test to determine the capacity of the well after the pump was installed; the static water level was 173' and we determined that the well capacity is only 150 gpm with a drawdown of 222' to 395' below ground level. This is significantly less than the 250 gpm we had been pumping the well at in the past. I spoke with Arcadia and they are befuddled. The new screen does have a smaller surface area but the calculations indicate that it should be able to accommodate over 350 gpm.

The original drawdown test on the well log shows 110 gpm with 59' of drawdown from a static level of 189'. I also remember reading in the archives that a drawdown of 168 gpm was performed but there was no detail about how long the test was for or at what water levels this resulted in. I have asked the State to review their records on the approval process for this well and forward the information to me. There must be some reason that a 250 gpm pump was installed in this well.

We tested flowrates at different pump frequencies and determined that a setting of 50 hz will give us a flowrate of 130 gpm and the aquifer drawing down to 384' before stabilizing. This will give us a nice

buffer to ensure that the well pump does not run dry. I will program the pump controller to operate at this rate from now on to protect the aquifer.

Well #6 is the only well we have that is finished in this lower aquifer (400') the other 6 wells are finished at approximately 150'. I am adding drawdown tests to our maintenance schedule. We will test every well in August of this year (the driest month) and every August from now on to develop a trend analysis and to hopefully dispel any fears of reduced aquifer capacity.

I will pick-up the DVD's from Arcadia showing the well before and after cleaning and distribute copies. Arcadia has indicated that the well casing is showing signs of age and deterioration. They said that there is no immediate danger of losing the well and did not have any explanation as to why the casing was aging so fast. I will have more information after I view the DVD.

Water Sampling:

The monthly routine bacteria samples were satisfactory. We are going to take Nitrate samples from all the wells this month.

Water Usage:

Water usage calculations indicate a loss of 2.4%. We fixed a significant leak on Saint Andrews on Monday with the help of All American Water Works. They were very professional and did excellent work. We will review their bill and determine if they should be our first contact for water leaks from now on. They brought extra blacktop and we were able to patch Old Lyme Rd (where the leak last month was).

Customer Concerns:

Steve had 4 utility locates, turned on one person's water, and investigated 3 high water users.

Thoughts:

Steve had a second meeting with Ascend Roofing and they made measurements and ordered materials. It was determined that the roof over the generator at Well #3 needed to be modified to accept the new roofing. Larry will be able to make the modifications in the next couple of weeks.

Steve is going to call Backflow Pros to see if they are still interested in purchasing the Backflow Assembly Test Kit that Lake Limerick owns for \$600.

We have not received any interest in our meters which is surprising. I have opened a Craigslist Add with the same information.

We are going to start installing sample stations throughout the system to facilitate the Coliform Monitoring Plan. We are also planning on burying the control wire a Well #3 as soon as Well #6 is back on line.

We are hoping to get the door replaced on the #3 booster house. We are also going to panel the inside over the insulation. *- will include Jam. & Threshold, + squirrel screens.*

I met with the State for our Sanitary Survey. She seemed very happy with the general condition of the system. We need to install screens on the outlets of the reservoir drains (which are no problem). I am sure there is going to be other items to address when the report comes out next month but nothing major.

Should you have any questions, or require further information, please call.

William Bernier



WATER COMMITTEE MEMBERS ACTION ITEMS LIST

	ITEM	DATE TO BE DONE	STATUS
1.	Loan for Well#6	20 year loan annual payments	Loan paid off 2026, Next Payment Due 10/1/13
2.	Radio Communication License Fee	10 year Renewal, next due May 2015	Includes Rules and Updates
3.	Budget for periodic pump replacement	Pump expense added to annual budget yearly	Well#1 booster slow, may need replacement
4.	Map Update/ERU increase Water Distribution System	2006 in-house update by hand converted to CAD (computer) version 2007 by JWM (Morrisette).	CAD map posted in Inn Dec 07. ERU increase request to JWM 4/2010, sent to WDMII For review and Signature, never sent to DOH. GM has requested JWM submit to DOH, done February 2011, pending DOH decision.
5.	System wide water line replacement	Long-range planning. Continue investigating financing opportunities.	JWM system evaluation for total replacement completed Feb 2009: estimated cost \$10,000,000. Feb 09 applied & Aug 09 reapplied for 20-yr 1% DWSRF \$1 million loan for first section - denied. Explored USDA loan options. We qualify but how do we pay? Need to check health AC pipes.
6.	WSP updates required every 5 – 6 years.	Next update required April 2013.	plan has been sent to DOH May 2013 for approval
7.	Well #1, Clonakilty Loop	Included in Eng. Design for Div 5 main upgrades.	Incorporated into main upgrade plan.
8.	4" water main, 04-030: Eliminate from the lot, relocate to greenbelt.	Include in Div 4 Eng. Design for main upgrades.	Add to Div. 4 future main upgrade.
9.	Ballantrae/Aycliffe Valve Replacement	WC agreed to defer this project until it can coincide with other projects	Valve not operative, no emergency, but must be replaced Cost \$2,000.
10	Annual Consumer Education Meeting	November of Each Year	Next Meeting November 2103
11	Well #3 Roof Repair Warranty	Prior to End of Summer	Contractor has been notified
12	Secondary BFA testing	Every Three Years, last done 2012	Pending approval by DOH of WSP
13	Annual Well Site Inspection	Every Year In May for new Committee Members	May 2013 Inspection Complete