

## LAKE LIMERICK WATER COMMITTEE

### Minutes

October 12, 2013

**The meeting was called to order** by Chair Phyllis Antonsen @ 9:10 a.m.

**Members Attending:** Chair Phyllis Antonsen, Secretary Don Bird, Treasurer Scott Carey, and Steve Saylor. Brian Smith and Ken Ayres are excused.

**Employees:** Sheila Hedlund

**Guests:** None

### Approval of Minutes

**A motion was made** by Scott Carey, seconded by Steve Saylor and passed with no Nays as follows:

To approve the Minutes of September 14, 2013 as written

**Additions to Agenda:** None

**Comments from Guests:** None

### Financial Report

- 1) Review of End of Fiscal Year Profit & Loss Statement.
- 2) Service disconnect status, 25 past due accounts paid in full, with 11 past due accounts making partial payments.
- 3) Edward D Jones account status – Statements will be prepared for the next meeting

A motion was made by Don Bird, seconded by Steve Saylor and passed with no Nays as follows:

To approve the Financial of September 2013 as presented

**Action Items:** No changes

**Water Distribution Manager's Report:** Attached

### Correspondence

- 1) Forgiveness letter - Barbara Slack

**A motion was made by** Scott Carey, seconded by Steve Saylor and passed with no Nays as follows:

To approve the Forgiveness Request from Barbara Slack in the amount of \$114.00 plus late fees of \$17.20 for a total forgiveness amount of \$131.20

### Old Business:

Don Bird reported that the Well#6 Meter Panel that controls the tank depth has been repaired with a few minor adjustments.

**New Business:** None

**Announcements** Next meeting date - Saturday, November 9, 2013 @9:00am

### Motion to adjourn.

A motion was made by Scott Carey, seconded by Steve Saylor and passed with no Nays as follows:

To adjourn the meeting at 9:30 a.m.

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

	TOTAL	Annual Budget	YTD %
<b>Ordinary Income/Expense</b>			goal 91%
<b>Income</b>			
<b>Gross Revenue - Administration</b>			
NSF Check Fees	-2.00	0.00	0%
<b>Total Gross Revenue - Administration</b>	-2.00	0.00	0%
<b>Gross Revenue Water</b>			
Water Disconnect Fee	0.00	150	0%
Water Excess Use Charge	15,927.83	10000	159%
Water Meter Hookup	1,000.00	2000	50%
Water Meter Lock/Lockout	300.00	120	250%
Water Meter Locked	8,844.00	10000	88%
Water Metered	365,566.00	364000	100%
Water Non Metered	22,746.00	22200	102%
<b>Total Gross Revenue Water</b>	414,383.83	408470	101%
<b>Total Income</b>	414,381.83	408,470.00	101%
<b>Gross Profit</b>	414,381.83	408,470.00	101%
<b>Expense</b>			
<b>Accounting</b>			
Accounting Assistance	270.00	2,000.00	14%
Accounting Audit	0.00	0.00	0%
Accounting Review	1,446.30	2,000.00	72%
<b>Total Accounting</b>	1,716.30	4,000.00	43%
<b>Bank Service Charges</b>	129.03	400.00	32%
<b>Credit Card Service Charges</b>	3,284.70	2,500.00	131%
<b>Depreciation</b>	60,000.00	60,000.00	100%
<b>Dues &amp; Subscriptions</b>	643.00	800.00	80%
<b>Employee Expense</b>			
Education of Employees	261.00	1500	17%
Health Insurances	0.00	0	0%
L&I Insurance	1,070.92	1100	97%
Payroll Tax Expense	6,810.65	6600	103%
Salaries & Wages	63,918.99	56580	113%
Retro Tax Expense	-651.95		
Vacation & Sick Leave	54.00	3800	1%
<b>Total Employee Expense</b>	71,463.61	69580	103%
<b>Engineering Services</b>	15,000.00	17000	88%
<b>Equipment Rent</b>	949.46	1000	95%
<b>Insurance</b>	8,670.27	9500	91%
<b>Lease Fees</b>	0.00	1000	0%
<b>License &amp; Permits</b>	6,617.64	1500	441%
<b>New Equipment Purchase</b>	50.49	0	0%
<b>Newsletter Expense</b>	1,760.14	2000	88%

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

	TOTAL	Annual Budget	YTD %
Office Expense	3,734.52	3300	113%
Postage	8,759.42	6500	135%
Professional Services	56,388.22	47500	119%
Repairs & Maintenance			
Equipment	997.78	5000	20%
General	55,124.79	23000	240%
Auto Maintenance	502.97	0	0%
<b>Total Repairs &amp; Maintenance</b>	<b>56,625.54</b>	<b>28,000.00</b>	<b>0%</b>
Security Service Contracts	6,279.00	6400	98%
Service Contracts	1,400.94	1500	93%
Supplies	2,269.97	5000	45%
Taxes			
Property Taxes	916.19	2500	37%
WA St Excise Tax	19,740.72	19200	103%
<b>Total Taxes</b>	<b>20,656.91</b>	<b>21700</b>	<b>95%</b>
Telephone	2,887.50	2000	144%
Utilities	17,595.33	20000	88%
Vehicle Expense	6,273.13	6000	105%
Water Testing	0.00	200	0%
Well #6 Annual Payment	18,102.16	18000	101%
<b>Total Expense</b>	<b>371,257.28</b>	<b>335,380.00</b>	<b>111%</b>
<b>Net Ordinary Income</b>	<b>43,124.55</b>	<b>73,090.00</b>	<b>59%</b>
Other Income/Expense			
Other Income			
Interest Income <i>(NEGATIVE INTEREST REMOVED)</i>	3,475.22	4000	87%
Miscellaneous Income	0.00	500	0%
Service Charges	6,741.76	5400	125%
<b>Total Other Income</b>	<b>10,216.98</b>	<b>9900</b>	<b>103%</b>
Other Expense			
Interest Expense Well #6	3,258.39	3800	86%
Misc. Expense	100.90	200	50%
<b>Total Other Expenses</b>	<b>3,359.29</b>	<b>4000</b>	<b>84%</b>
<b>Net Other Income</b>	<b>6,857.69</b>	<b>5900</b>	<b>116%</b>
<b>Net Income</b>	<b>49,982.24</b>	<b>78,990.00</b>	<b>63%</b>

<b>Lake Limerick Water System</b>			
<b>Statement of Income and Expenses - Fiscal Year Oct 2012 through Sept 2013</b>			
<b>Status as of 9/30/13</b>			
O.C.C.U. Savings Account	\$	9,011.44	
O.C.C.U. Checking Account	\$	63,537.45	
Key Bank Checking	\$	40,225.30	
ED Jones Designated Savings	\$	146,282.63	
Key Bank Main Line Replacement Account	\$	53,041.57	
Accounts Receivable	\$	71,017.16	
	\$	383,115.55	
<b>Capital Improvements</b>	<b>Budget</b>	<b>Actual Cost</b>	<b>Budget Balance</b>
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	\$ -	\$ 5,000.00
Reserve Acct for Main Line Replacement Engineering	\$ 11,490.00	\$ 11,490.00	\$ -
<b>F.Y. 2012 - 2013 Totals:</b>	<b>\$ 178,908.00</b>	<b>\$ 273,368.69</b>	<b>\$ (99,460.69)</b>
<b>Non Budgeted Capital Improvements Well #6 Repairs</b>		\$ 31,503.11	
<b>St of WA Dept of Public Works Loan Well #6</b>	<b>Loan Amt</b>	<b>Int Pymts</b>	<b>Principle Paid</b>
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	\$ 3,258.39	\$ 18,102.16
<b>Total Cost of Cross Connection Control Devices:</b>	<b>(project completed June 2009)</b>		<b>\$ 252,626.01</b>
<b>Date</b>	<b>#of \$3 pymts</b>	<b>Total Collected</b>	<b>Balance to pay off</b>
amt collected F.Y.06-07,07-08,08-09,09-10,10-11&11-12		\$ 2,229,560.32	\$ 23,065.69
Oct	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	1438	\$ 4,314.00	\$ (7,286.25)
Aug-13	1233	\$ 3,699.00	\$ (3,587.25)
Sep-13			\$ (3,587.25)
<b>Payments Collected for Meter Replacements</b>	<b>#of Payments @ \$5/pymt</b>	<b>Total / Month</b>	<b>Total Collected</b>
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
<b>COST TO COMPLETE METER INSTALLATION:</b>			<b>\$ 237,821.13</b>
<b>REFERENCE TO MAIN LINE REPLACEMENT ACCOUNT:</b>	Dep4/13/13		\$ 2,298.87
Apr	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	1269	\$ 6,345.00	\$ 25,293.87
Aug-13	1144	\$ 5,720.00	\$ 31,013.87
Sep-13	1120	\$ 5,600.00	\$ 36,613.87



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October 7, 2013

#### Lake Limerick Water System October 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.

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 operating properly, but had some problems in September. The indicator for the reservoir level was giving an erroneous signal which prevented the well pump from starting. Under normal conditions this indicator would tell the well pump to run when reservoir level is low and turn off when the reservoir is full. I asked Don to take a look and he cycled the power to reset the indicator. Don also adjusted the programming to give a more accurate representation of actual water levels in the reservoir.

We found a suitable replacement for the depth sensor at Well #6. All the information was given to Sheila and it was ordered in the last fiscal year. We will install it as soon as it is available.

I have still not gotten any information from the State about the original approval of this well and I also have not gotten the DVD from Arcadia from the well cleaning.

#### **Water Sampling:**

The monthly routine bacteria samples were unsatisfactory. We found very low levels of non-harmful bacteria in three samples on Balantrae Drive. Steve flushed the water mains extensively and we took more samples. All of the most recent samples had no detection of bacteria. An informational letter was sent to all the customers on the system as required by DOH.

#### **Water Usage:**

Water usage calculations indicate a loss of 1.8%. Now that we are not replacing service meters it appears the water accounting errors have gone away.

#### **Customer Concerns:**

Steve had 5 utility locates, investigated 2 high water user and replaced a service meter. Steve also cleaned the gutters at Well #6. The roof at Well #3 has a small leak at a screw hole and Steve is hopeful he can fill it with caulk.

**Thoughts:**

Steve is still playing "phone tag" with Backflow Pros to see if they are still interested in purchasing the Backflow Assembly Test Kit. We are still waiting.

The seasonal workers from the golf course will be available this month and we are hoping to keep them on for a few days to help bury the control wire at Well #3, put in stairs and do some landscaping at Well #6, and help excavate the reservoir drains at Wells #1 & 4.

Larry has replaced the door for the booster house at Well #3. We will be buying OSB paneling for the inside and getting the insulation covered.

We received the sanitary survey report from June 28<sup>th</sup>. There is nothing of significance to deal with. We will take the pictures she requested well before the deadline and I will address some of the other recommendations in a letter. She has extended our next sanitary survey from 3 to 5 years, which is good news.

Jester is preparing the response to the WSP review letter. The WSP should be approved soon.

William Bernier

## Lake Limerick Consumption 2013

	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Well #1	167,851	139,502	152,303	412,522	419,478	395,944	1,809,861	952,420	434,842	0	0	0
Well #2	0	0	0	0	0	0	0	0	0	0	0	0
Well #3a	476,200	469,100	523,800	1,294,500	1,228,800	1,470,600	1,744,400	1,245,800	1,193,700	0	0	0
Well #3b	644,400	634,100	701,700	1,728,000	1,637,200	1,989,100	2,394,300	1,706,700	1,743,300	0	0	0
Well #4	624,700	524,700	771,400	617,100	1,650,000	1,486,100	1,137,000	980,700	1,514,800	0	0	0
Well #5	9,900	15,400	25,200	1,600	12,600	13,300	2,358,400	350,200	0	0	0	0
Well #6	1,812,400	1,388,100	1,165,200	0	0	0	297,200	2,450,600	84,900	0	0	0
<b>total:</b>	<b>3,735,451</b>	<b>3,170,902</b>	<b>3,339,603</b>	<b>4,053,722</b>	<b>4,948,078</b>	<b>5,355,044</b>	<b>9,741,161</b>	<b>7,686,420</b>	<b>4,971,542</b>	<b>0</b>	<b>0</b>	<b>0</b>

Flushing	0	0	0	10,120	0	0	0	0	10,000	0	0	0
Dumping	0	0	0	150,000	450,000	0	182,700	0	0	0	0	0
Leakage	0	0	0	518,400	144,000	250,000	100,000	46,000	0	0	0	0
Fire/Cnty	0	0	0	0	0	15,000	5,800	203,500	5,000	0	0	0
<b>total:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>678,520</b>	<b>594,000</b>	<b>265,000</b>	<b>288,500</b>	<b>249,500</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

Meters	4,016,143	2,372,412	3,277,169	2,813,155	4,082,164	4,959,512	9,300,534	7,410,348	4,867,124	0	0	0
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Loss	-280,692	798,490	62,434	562,047	271,914	130,532	152,127	26,572	89,418	0	0	0
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Percent	-7.5%	25.2%	1.9%	13.9%	5.5%	2.4%	1.6%	0.3%	1.8%	0.0%	0.0%	0.0%
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	Right (acrf/yr)	Total	Acre-feet	%Water right
Well #1	117	4,884,723	15.0	12.8%
Well #2	166	0	0.0	0.0%
Well #3	84	22,825,700	70.0	83.4%
Well #4	79	9,306,500	28.6	36.2%
Well #5	152	2,786,600	8.6	5.6%
Well #6	160	7,198,400	22.1	13.8%

**Year to Date Total Loss: 3.9%**

### Electrical Usage in Kwh

	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Well #1	746	916	975	1,451	1,108	880	3,564	2,030	1,380	0	0	0
Well #2	0	0	0	0	0	0	0	0	0	0	0	0
Well #3	3,861	3,792	3,922	775	6,998	7,948	9,527	6,832	7,138	0	0	0
Well #4	1,969	1,643	2,263	1,888	4,281	3,738	2,643	2,355	3,785	0	0	0
Well #5	360	329	359	336	322	299	4,845	995	469	0	0	0
Well #6	0	6,428	5,831	1,771	2,990	830	1,815	9,275	1,520	0	0	0
<b>total:</b>	6,936	13,108	13,350	6,221	15,699	13,695	22,394	21,487	14,292	0	0	0

### Gallons Per Kwh

Well #1	225	152	156	284	379	450	508	469	315			
Well #2	0	0	0	0	0	0	0	0	0			
Well #3	290	291	312	0	410	435	434	432	411			
Well #4	317	319	341	327	385	398	430	416	400			
Well #5	28	47	70	5	39	44	487	352	0			
Well #6	0	216	200	0	0	0	164	264	56			
<b>total:</b>	539	242	250	652	315	391	435	358	348			

#### Historical Data

	Pumped	Sold	Loss
2010	69,790,309	66,840,300	4.2%
2011	60,958,882	56,483,665	7.3%
2012	56,874,086	53,685,498	5.5%
2013	44,911,403	43,098,561	3.9%

#### Gal/Kwh YTD

Well #1	326
Well #3	335
Well #4	370
Well #5	119
Well #6	100