

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE MEETING
June 11, 2016
Minutes**

The Meeting was called to order at 9:00 a.m. by Chair Phyllis Antonsen.

Members Attending: Chair Phyllis Antonsen, Secretary Don Bird, Treasurer Mark Franklin and Members Gary Lentz Brandon Koch and Brian Parnell.

Employees Attending:

Contractors Attending:

Guests Attending:

Approval of Minutes

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows:

To approve the Minutes of May 14, 2016 as written

Additions to Agenda – Water tank cleaning.

Comments from Guests

Financial Report -

1) Review: Because of the changes in LLCC office personnel, the full financial report was not available this month. Mark was able to obtain a summary of the Key Bank accounts and will attempt to obtain the OCCU summary this next week. Mark noted that we need to be watching for the Well 6 loan invoice and to be sure to pay that prior to October so as not to be in default on that loan. A reminder will be put on the Action List.

2) Service Disconnect Status: Information on this was not available but will need to be updated next meeting.

3) Review financial reserves: It was decided to postpone decisions on Edward Jones investment changes and possibly moving any other bank account funds until the July meeting or later in the summer.

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

To approve the financial report for June 2016 as presented with the understanding that more complete information will be available by the July meeting.

Water Distribution Managers Report ~ Attached

1) Steve and Sean were able to measure the static water levels at each well site (except for Well #6). Don indicated that Well #6 level can be obtained from the SCADA system and at Well 6 as that level is measured continuously.

2) There was discussion about the backflow assembly at 111 Weymouth and it was determined that unit was installed by the property owner and that it should be the property owner's responsibility to repair or replace the unit as it was only that property owner that would be impacted.

4) Regarding the new Badger meters, Steve indicated that 25 of the older style meters were ordered and have been received.

5) Steve had his hip surgery on June 9th and that was apparently successful. Steve was home the same day and is resting at home. He hoped to be back at work by the end of June.

6) It was noted that the percent water loss for the past month was higher than normal (10.1%) but that the current calculations don't take into account the full amount utilized by the contractors on the natural gas pipeline project and will need to be updated once that usage has been included in the known amounts.

Action List – Attached.

1) A new item will be added as a reminder to pay the Well #6 loan payment prior to October.

2) Aquifer level testing. Steve indicated that the first set of tests will be done by the end of May and that the next set will be done in October.

Correspondence - None

Old Business

1) The SCADA System is working well at this time. Don worked with the radio system vendor to revise the quantities of items necessary and received an updated quote. A purchase order has been issued and the order will be placed next week.

- 2) Water rights: Todd sent a proposal including a scope of work and an estimate of hours required. It was decided that the scope of work needed to be more detailed. Don will meet with Sean and the new NWS Operations Supervisor next week to discuss the proposal.
- 3) Asphalt roller and asphalt melter: The asphalt roller has been ordered and will take about 6 weeks to deliver. It was determined that the asphalt melter was only available locally from a single supplier. A credit application has been submitted to the supplier for the melter and the necessary ongoing purchase of melter supplies.
- 4) Protection of water lines during dredging, dewatering and hauling of dredging materials: It was suggested that the water lines along the road to Log Toy park be marked with warning cones above the water main so that heavy trucks could avoid driving over the water lines if possible.

New Business

- 1) Mainline Engineering: Todd Krause, NWS submitted a proposal to prepare a scope of services to begin the process of selecting an engineering firm to evaluate the current Lake Limerick water system and present a phased approach for replacing the water mains which will take into account the age of the water mains, current Washington State rules and means for financing the project. Upon review of Todd's proposal and scope of work, it was decided that we needed to meet with Todd to refine the scope of work that we expected NWS to perform.
- 2) Office personnel changes: Penny Cory joined the meeting briefly to inform us that a new Becky Birdsong has been hired as a full charge bookkeeper. She will need some time to evaluate the existing bookkeeping process and come up to speed. Vince is also knowledgeable about many facets of the office operations but is very busy. Don will continue with the duties of the Water Committee Secretary and Mark will check with Vince and/or OCCU to get an update on the OCCU bank accounts.
- 3) Bond for "County Street Obstruction": Apparently LLWS and/or LLCC needs to pay for a bond for this item. Phyl has sent e-mails to try to determine more about what this is for and who needs to be paid for the bond.
- 4) Moss on the Water Tanks: Brandon said that during last month's water system tour, Steve wanted to get started on cleaning the moss from the exterior of the water tanks. More information is needed on the approved processes for accomplishing this task. Don will ask Sean and Kevin when he meets with them next week.

Announcements

- 1) Next meeting July 9, 2016.

Motion to adjourn

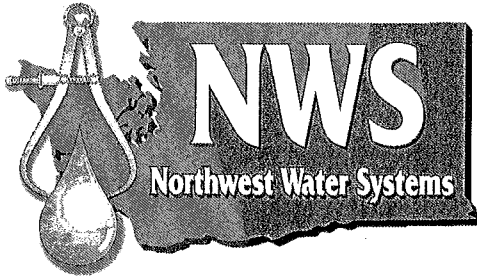
A motion was made by Mark Franklin, seconded by Gary Lentz and passed with no nays as follows:
To adjourn the meeting at 10:30a.m.

These minutes have not been approved by the Water Committee
Respectfully Submitted by: Don Bird, Secretary

MOTIONS FOR THE BOARD

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows:
To approve the Minutes of May 14, 2016 as written

A motion was made by Don Bird, seconded by Brian Parnell and passed with no nays as follows:
To approve the financial report for June 2016 as presented



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June 8, 2016

Lake Limerick Water System June 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 is operating normally. Over the last few months the timer in place to turn on the booster pump has been operating later and later in the day. On June 8, Steve made an adjustment to the timer to set the pump to come on at 7am. Joe will be checking to make sure this is working properly over the next few days.

Static Water Level – 60'

Well #2 is still in stand-by and its use will only be required in extreme cases.
Static Water Level – 14'

Wells #3A and B are operating normally.

Static Water Level A – 60'

Static Water Level B – 63'7"

Well #4 is operating normally.

Static Water Level – 46'

Well #5 is operating normally. Since being turned on it has been running 24/7. (aside from shut down to acquire SWL)

Static Water Level – 39'

Well #6 is operating normally.

Static Water Level – Unable to get probe into well casing.

Water Usage:

Water usage was above average for the month of June. The total amount of water pumped was 6.7 million gallons, a 20% increase from last year. Not too alarming considering the total amount of water consumed was nearly 6 million gallons, a 23% increase from last year. The leak rate for the month is at 10.1%. Currently the natural gas company is using water for their project. Steve had them move to a different / more secluded connection in the system to draw water. The water being taken is now being metered. For the month of June the metered amount drawn was 36,500 Gallons. We are still awaiting an appx number concerning the amount of water drawn during May and early June.

Customer Concerns:

We had 20 locates, 2 service restorations, and one hose bib rebuild.

Water Sampling:

The bacteria samples for June were Satisfactory. All samples other than bacteria will be collected in July or September.

Thoughts:

CCR and WUE. These items were mentioned during the May meeting. I checked with Kelly before she departed and she stated that they had been completed in April and submitted to Sheila. I also saw a note in this "thoughts" section from April's report that she had attached the WUE. However no mention of the CCR though I would think that would be included. In any case the CCR's, if they have not already been, need to be sent to the consumers by July 1st. We do have copies of both here on our server if you need.

Todd completed both the Water Right and Main Replacement (engineering) proposals. I delivered them to Steve, whom in turn said he would deliver to Phyl.

Concerning the previous mention of the Backflow Assembly located @ 111 Weymouth that needs to be replaced: The initial plan of action was to move the placement of the new assembly out by the road as to make the annual work for the BAT more easily accessible. While this is wonderful in premise and a result of an unfortunate encounter with a resident in the past, the purpose of backflow prevention remains the same; to protect the drinking water of the consumer. I have posed this question about the current placement of the assembly; does the current placement protect the drinking water of the resident? If so there is no logical reason to move the assembly further back, enabling possible backflow into this home. Determination has yet to be made.

Kelly has moved on to her position with Pierce County Public Health. Kevin Odegard has been welcomed into NWS as the new Operations Supervisor. He has over 20 years experience in the water industry and has more qualifications following his signature than I could count with both hands. On my next regular weekly visit to L.L.C.C., (Tuesday, June 14), Kevin will be meeting with me on site to see the components of the water system.

Steve will be undergoing surgery on June 9th. His expectation is to be back on the grounds June 27th. In the meantime I will continue with my normal weekly visits and Joe will be handling the most prominent day to day procedures. I will be on call for L.L.C.C. during the time that Steve is recovering, and will have my phone within earshot at all times. I have been advised however if a call does come in to try and contact Joe first, as he is an hour closer than I am and more than competent enough to handle issues with the system.

**WATER COMMITTEE MEMBERS
ACTION ITEMS LIST**

	ITEM	DATE TO BE DONE	STATUS
1.	Radio Communication License Fee	10 year Renewal, next due May 2025	Includes Rules and Updates
2.	System wide water line replacement to include: <ul style="list-style-type: none"> • Well #1, Clonakilty Loop • 4" water main, 04-030: Eliminate from the lot, relocate to greenbelt • Ballantrae/Aycliffe Valve Replacement 	Long-range planning.	Evaluation for total replacement completed Feb 2009: estimated cost \$10,000,000.
3.	WSP updates required in 6 years	Next update required July 2, 2020.	DOH APPROVED JULY 2, 2014 Includes ERU approval of 1307 connections
4.	Annual Consumer Education Meeting	Presented at Annual Meeting in April	Completed April 2016, Next Meeting April 2017
5.	Complete CCCD Testing	Every Three Years, last done May 2015	Next testing due: May 2018
6.	Primary CCCD Testing	Every Year in May - Done May 2016	Next Testing due May 2017
7.	Annual Well Site Inspection	Annually In May for new Committee Members	Done May 2016, Next Inspection May 2017
8.	Sanitary Survey	Every 5 year	Next Scheduled Survey 2018
9.	Consumer Confidence Report, to include Educational Materials	Annually Mailed with July 1 Deadline	CCR completed by NWS, needs to be mailed to consumers by July 2016
10.	Water Use Efficiency Report	Annually Reported with July 1 st Deadline	Completed by NWS April 2016 and submitted. Next Report Due July 2017
11.	Nitrate Sampling	Annual Testing Required	Next Test Due July 2016
12.	Herbicide Sampling	9 Year Waiver	Next Test Due July 2022
13.	Volatile Organics (VOC) Sampling	6 Year Waiver	Next Test Due July 2019
14.	Complete Inorganic (IOC) Sampling	9 Year Waiver	Next Test Due July 2019
15.	Pesticides Sampling	3 Year Waiver	No Test Date Supplied on DOH Schedule

16	Lead and Copper Sampling	Every 3 Years	Next Test Date July 2017
17	Cross Connection Hazard Surveys	Every 5 Years	Next Survey Due 2017
18	Reservoir Cleaning (used divers)	Every 5 Years	Next Cleaning Due 2020
19	Tops of Reservoir Cleaning	Every 5 Years	Next Cleaning Due 2017
20	Aquifer Testing	Twice Per Year in June and October	June 2016 test complete Next testing due: October 2016
21	Well #6 Loan Payment	Annually in August or September	Next payment due: August 2016