

**LAKE LIMERICK COUNTRY CLUB
WATER COMMITTEE MEETING
July 9, 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 Member Brandon Koch. Gary Lentz and Brian Parnell were excused.

Employees Attending:

Contractors Attending:

Guests Attending: Bill Fitzpatrick, Shandra O'Haleck, Marie Jamieson

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 June 11, 2016 as written.

Additions to Agenda

- 1) Metal detector
- 2) Evergreen Rural Water conference
- 3) Encourage Joe to get WDM 1 certification
- 4) Water system paper file management

Comments from Guests

The guests are interested in the water usage by water trucks and had sent e-mails. This will be discussed under Correspondence.

Financial Report -

- 1) Review: Because of the changes in LLCC office personnel, the Office personnel were unable to provide updated financial information. The financial report will be continued until next month.
- 2) Service Account Status: Information on service payments and disconnects were not available.

Water Distribution Managers Report ~ Attached

- 1) Water sampling will be performed this month for various trace materials with varying tests at each well depending on the required schedules.
- 2) The total metered water to consumers was not available this month so the Water Manager's report did not include calculations on the leak rate.
- 4) Sean noted that Wells 1 and 5 were not being controlled by the SCADA setpoints. Don will check with Steve to get an explanation.
- 5) Steve was back to work full time following hip surgery and we are glad to have him back.
- 6) Estimates were provided regarding the total water usage by the County water trucks and by the Cascade Natural Gas pipeline construction project. Steve updated the amount used on the gas pipeline construction to be a total of 100,000 gallons to account for amounts used prior to metering being installed.

Action List – Attached.

- 1) Consumer Confidence Report was mailed to consumers in July.
- 2) Nitrate testing will be completed this month.

Correspondence - E-mails were received from Shandra O'Haleck with concerns about the water usage by water trucks from Mason County and the construction company (Protelco) working on the natural gas pipeline and the concern that others not authorized to use water are drawing water from the system.

Discussions followed explaining that the County has permission to use water for County road work around Lake Limerick area and that an arrangement has been made with Protelco to meter their water usage and for Protelco to pay for the water used at the end of their work as the Water System is only allowed to receive a single payment for the usage. The Water Committee resolved to take the following actions:

- 1) Ask County to have log sheet in each County water truck using water from Lake Limerick Water System. The log sheets would include the following information for each draw from the system: date, time, location of hydrant used, location where water used, amount of water drawn.

- 2) Request County mark the County water trucks with their logo so that consumers are aware when the County is using the water. Mark will contact someone he knows in the County Roads department to request this.
- 3) Put information in the next LLCC newsletter notifying consumers of the issue and the resolution and also requesting that consumers be observant and notify LLWS or LLCC when there are unmarked trucks drawing water from our hydrants.

Old Business

- 1) SCADA: The SCADA System is working well at this time. The radio equipment has been received. Don checked the equipment received against the purchase order and found a few discrepancies. He has been in contact with the radio equipment vendor in order to get those resolved.
- 2) Water rights and Mainline Engineering: Todd Krause, NWS previously sent proposals including scope of work and estimate of hours required for consolidating the water rights for the various wells. It was the Committee's understanding that less work was involved. Todd responded with an update to his proposal that indicated he understood the scope and our concerns. The Committee decided to have Todd proceed with the Water Rights Update proposal. Todd also sent a proposal regarding providing engineering services in order to prepare an RFP/RFQ for engaging an engineering firm to prepare a distribution system replacement plan. The Committee decided to defer this study until we had a better handle on the financial situation for the Water System.
- 3) Street Obstruction Bond: Phyl made inquiries about the reason for needing a Street Obstruction Bond but has not been successful in getting answers but will continue to follow up. Mark will ask his County Roads contact if he knows about this Bond.

New Business

- 1) Metal detector: Steve requested that he be able to purchase a new metal detector to locate water valves and other water service devices since the one they have now was unable to locate the water shutoff valve during the June 16th service line breakage and repair. The Committee agreed to have Steve purchase a new metal detector.

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows:
To approve the purchase of a new magnetic metal detector for up to \$800 including tax and shipping.

- 2) Evergreen Rural Water of Washington, Fall Conference & Tradeshow: Steve requested that he be able to attend the conference that is scheduled for August 30 to September 1 for to further his training and to satisfy a portion of his required CEUs to maintain his WDM status. Don also indicated an interest in going to the conference in order to attend some of the Management and Technology seminars being held.

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows:
To approve up to \$1,300 to cover the conference and hotel costs for Steve and one Water Committee member to attend the Evergreen Rural Water Fall Conference & Tradeshow from August 30 to September 1.

- 3) WDM 1 Certification for Joe: Steve has determined that Joe has been assisting him on Water Projects for more than 1000 hours which would make him eligible to apply to take the WDM 1 certification test. Steve suggested that Joe be encouraged to get the WDM 1 certification. Phyl will discuss this with Joe to see if he is interested.
- 4) Water System Paper File Management: Phyl has been requested by the office staff and the BOD to review and purge paper files not required for document retention policies. Don will ask NWS if they have a document on recommended retention policies for various water system documents.

Announcements

- 1) Next meeting August 13, 2016.

Motion to adjourn

A motion was made by Mark Franklin, seconded by Brandon Koch and passed with no nays as follows:
To adjourn the meeting at 10:50 am.

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

MOTIONS FOR THE BOARD

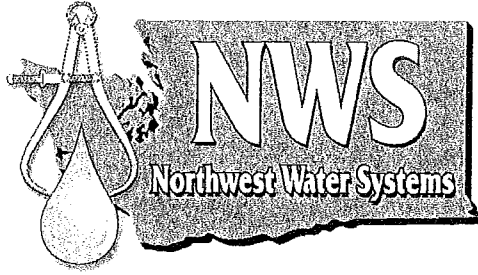
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**WATER COMMITTEE MEMBERS
ACTION ITEMS LIST**

	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, mailed to consumers in July 2016. Next report due July 2017
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	Tests scheduled for 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



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July 6, 2016

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, aside from the very short water outage on the evening of June 16th to deal with an emergency repair.

Well Conditions:

Well #1 is operating normally. DOH S05 sampling this month – Nitrate and G.A./Rad228

Well #2 is still in stand-by and its use will only be required in extreme cases.
DOH S02 sampling this month – Manganese, Nitrate, and G.A./Rad228

Wells #3A and #3B are operating normally.
DOH S03 sampling this month – Nitrate
DOH S06 sampling this month – Nitrate

Well #4 is operating normally.
DOH S04 sampling this month – Nitrate, G.A./Rad228, and V.O.C.

Well #5 is operating normally.
DOH S07 sampling this month – I.O.C.

Well #6 is operating normally.
DOH S08 sampling this month - Nitrate

Water Usage:

Water usage was about average for the month of June, (in comparison to the 2014 year). The total amount of water pumped was 7.4 million gallons, a 21% decrease from last year, (2015). The leak rate for the month is at ??%. The service meter total has not yet been provided. The one break known of, which was the cause for the system wide shut down on June 16th, was estimated to be a loss of 2,430 gallons. Currently the natural gas company is using water for their project. For the month of June the metered amount drawn was 50,300 Gallons. Mason Co. pulled 15,000 Gallons.

Customer Concerns:

LLWS had 3 locates and 2 service restorations.

Water Sampling:

The bacteria samples for June are scheduled to be collected on Tuesday, June 12th. Source sampling for this month is listed above with the well conditions. Sample Abbreviation Descriptions – G.A.(Gross Alpha), Rad228(Radium – 228), I.O.C.(Inorganic Compounds), V.O.C.(Volatile Organic Compounds)

Thoughts:

June was a relatively quiet month. The drop in amount of water pumped in comparison to last year is likely attributed to the much cooler weather.

When the break occurred on June 16th, the entire system had to be shut down in order to make the repair. There is a valve in place to shut off the branch where the break was, however it had recently been covered with fresh asphalt. The following morning I came and met with Joe to identify the valve locations. They have been marked and in the near future the road will be cut to expose these valves.

I think the valve covers should be painted (blue). While this will not guarantee that they would not be covered in the future, it should greatly improve the chances that they would be more noticeable. I'm thinking when I am on site for my weekly visits I can cone off valve groupings, paint them, perform the well site visits, then return and retrieve my cones. After the valve groupings have been done, then the single valves can be concentrated on.

Steve has returned in limited capacity as of July 5th.

In regards to the wells operating "normally"... They are running in the normal manner in which I have known them to run. That being said, Wells #1 and #5 I am curious about. While Scada is in control of these, the apparent set pressure points on these seem to have no effect. The booster at well #1 runs according to the timer regardless of pressure, and well #5 seems to run continuously. If this is truly the "normal", fantastic. If not, I think it merits some investigation.

Static Water Levels – I have begun putting a spreadsheet together to reflect the difference in swl's during different times of the year, (May and October). I finally found where Kelly had hidden her previous swl's taken on Jan. 16th of this year. However she only was able to take them at 3 of the 7 sources. Not sure if less than 50% of the total sources merits inputting the information. Please advise.