

**Minutes** of August 12, 2023, 8:30 am – 12:43 pm

**Meeting Location:** Online by Zoom for Committee & Community Members

**Call to Order:** Meeting called to order by Chairman Kelly Evans.

**Members Attending:** Chairman Kelly Evans, Secretary Anne Moen, Treasurer Sue Hearron, Wally Montz, Don Bird, and Dan Cossano

**Board Members:** John Ingemi

**Employees Attending:** Water System Manager Chris McMullen, and CAM- Roger Milliman

**Guests:** Dan Bussler 05/092, Tamy Fletcher 03/317, and Brian Smith 01-017

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#### APPROVAL OF MINUTES –JUNE 2023 AND JULY 2023:

During July's meeting the Water Committee did not have a complete quorum and were unable to approve June's meeting minutes.

\*A motion was made by Dan Cossano to approve June 2023 meeting minutes. Seconded by Don Bird, carried with no nays.

\*A motion was made by Wally Montz to approve July 2023 meeting minutes. Seconded by Kelly Evans, carried with no nays.

#### COMMENTS FROM THE CHAIR:

- No actions were taken during the July meeting due to lack of a full quorum.
- Kelly presented the draft 2023-2024 budget to the Board of Directors on August 1<sup>st</sup>. They asked that Water create a Q&A fact sheet for the community. The committee will focus this meeting on editing the draft budgets which will be presented before the Board during the August 19<sup>th</sup> meeting.

#### BRIEF CAM REPORT

Water CAM report 8-12-2023

On Friday August 11, Chris McMullen received the Navy contractor's railroad bridge project schedule for September with a start date of Tuesday the 5<sup>th</sup>. Also on Friday August 11, two traffic message boards were installed on Mason Lake Road with the message bridge construction starts September 5<sup>th</sup>. The community was notified via a LL website posting.

The CAM has notified Mason County twice in writing and phone calls of our need for additional traffic signs for our 7 entrances off Mason Lake Road. Documenting our concern for public

safety, that the roads are not designed for trucks nor increased traffic. Also, LL's water mainlines, and customer lateral pipes located under county roads are subject to damage.

The contractor is working with LL's water engineer to certify both temporary and permanent water mainline drawings for installation.

On July 28 the Navy received a preapplication for 2 easements for Mason Lake Road and Saint Andrews mainline crossings with survey drawings.

The Navy has agreed to the installation of the temporary mainline. It's a work in process determining whether the Navy or LL pays for the permanent mainline replacement.

- After Roger's report there was discussion about where the contractor will be parking their equipment. Chris will contact the contractor to find out where equipment will be parked.
- It was discussed and decided that a notice about the construction will go out on the front of the Water and HOA billing in September.

#### COMMENTS / QUESTIONS FROM GUESTS

N/A

#### FINANCIAL REPORT: SUE HEARRON

- The Finance committee is focusing on the audit.
- Lake Limerick is in the process of hiring an accountant. Lake Limerick has been without an accountant since the end of July, and complete financial forms are unavailable currently. The reports that are available indicates the Water accounts are within an acceptable range.
- The A/R has a balance of \$19,913.77 for accounts over 90 days. The office staff continues to work on collections and notices.

\* Motion to approve the financial report as presented with limited data made by Don Bird. Seconded by Anne Moen, carried with no nays.

#### WATER SYSTEM MANAGER'S REPORT: CHRIS MCMULLEN

**1) Managers' Report & Consumption Spreadsheet** – See attached *July's spreadsheet and Managers Monthly Report*.

- Operational well sites are working well.
- Monthly water samples came back satisfactory.

**2) Project Status:**

- **Water Quality Testing Stations** – Waiting for all the parts to arrive.

- **Well #2 Repair** – Coast Controls has the parts to do the work. Currently waiting to meet with PUD to acquire a power outage application for the repair. Lake Limerick residents will not lose power during the scheduled outage.
- **Privacy Fencing at Well #3** – Vendors are not interested in installing the privacy fence; the job will be done in house. Chris is working on acquiring the correct material.
- **Fire Hydrants** – All of the hydrants have been painted!
- **Well Output Testing Contract** - Chris has received a verbal quote of approximately \$60,000.00 to complete the job. He is waiting to receive a written quote from the contractor.

### 3) Maintenance Status:

- **System Leaks and Repairs** – Chris will be renting a mini excavator for a week to find a water service connection for a home on Saint Andrews, the site water system location records are inaccurate. Chris will also be repairing two leaks and investigating another flow to determine if it is a water leak or a natural spring.

### 4) PUD Shutoff Procedures – Chris reviewed the process PUD follows when they have customers whose accounts are delinquent. Their process is not as forgiving as Lake Limerick's.

### 5) New Information-

- The new source meter for wellsite #4 is scheduled to arrive this week. The new source meter will be available to give real time reading and is compatible with current equipment.
- Chris has received a quote of \$24,404.00 to install well site cameras. The quote includes material and Lake Limerick staff helping Bruce (WSG Security)

## CORRESPONDECE FROM MEMBERS

- No correspondence this month.

## UNFINISHED BUSINESS:

### 1) Water System Plan –

- Kelly heard back from Lydia at NWS Thursday. Kelly and Don will review the edits from Lydia. Lydia will be sending the plan to DOH for review and comments. After Kelly receives the version that reflects DOH's comments, the draft will be updated again and then presented to the Board for comments/approval.

### 2) Navy Trestle –

- Roger gave an update (see above).

### 3) 2023 -2024 Budget –

- The committee discussed, and edited the 2023 – 2024 draft rate structure, the capital operating budget and capital project operation budget. The group added, deleted, and rearranged various line items.

\*A motion was made by Dan Cossano to approve the revised 2023 -2024 draft Operating Budget, Capital Project Budget, and Rate Revision “E”. Seconded by Anne Moen, carried with no nays.

- 4) Proposed PARS for 2023-2024 Budget** – Proposed PAR for SCADA upgrade is attached to the minutes.

\*A motion was made by Don Bird to approve the PAR requesting upgrades to the SCADA system beginning with the shop and well #2, these two sections are not to exceed \$12,000.00. Seconded by Dan Cossano, carried with no nays.

#### NEW BUISINESS

- 1) Fire Flow Rapid Implementation** – Lake Limerick needs to be prepared for future possible fires and use of hydrants capable of protecting the community in a fire fighting event.

\*A motion was made by Don Bird to support the rapid implementation of fire flow by testing the selected hydrants that can meet sufficient flow while maintaining adequate water pressure. Seconded by Dan Cossano, carried with no nays.

- 2) New Format for Tracking Commitments** – Anne will work with Kelly to create a spreadsheet tracking the task, who it is assigned to, due date and completed date.

#### TOPICS FOR NEXT MEETING

N/A

#### ANNOUNCEMENTS

**Next meeting:** September 9 @8:30 AM

**Location:** Zoom for committee members and guests.

**Events:** End of summer Bash – Saturday September 2.

**Closed Session to discuss personnel and / or legal issues:** N/A

**Adjourn:**

\*Motion made by Sue Hearron to adjourn the meeting. Seconded by Don Bird, carried with no nays.

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### Action Items

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We did not review at this meeting.

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## Motions for the Board

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\*A motion was made by Dan Cossano to approve the revised 2023 -2024 draft Operating Budget, Capital Project Budget, and Rate Revision "E". Seconded by Anne Moen, carried with no nays.

\*A motion was made by Don Bird to approve the attached PAR requesting upgrades to the SCADA system beginning with the shop and well #2, these two sections are not to exceed \$12,000.00. Seconded by Dan Cossano, carried with no nays.

\*A motion was made by Don Bird to support the rapid implementation of fire flow by testing the selected hydrants that can meet sufficient flow while maintaining adequate water pressure. Seconded by Dan Cossano, carried with no nays.



## Manager's Report July 2023

The condition of the water system is good, with reliable water availability to the customers.

All Well sites are up and running appropriately.

SCADA is regularly monitored and operated throughout the 24 hour period.

### **Well Conditions:**

- ✚ Well #1 is operating “normally.”
- ✚ Well #2 Offline
- ✚ Wells #3A/3B are operating “normally”
- ✚ Well #4 is operating “normally.”
- ✚ Well #5 is operating “normally.”
- ✚ Well #6 is operating “normally.”

LLWS had 17 locates and 0 Emergency locate.

Well Site 2- Coast Controls is scheduling with the PUD to do electrical, they will keep us updated

Monthly coliform samples came back satisfactory.

Repairing water leaks next week

Security Cameras at Well Sites \$25,404

Well Site Evaluations- \$60,000

Budget

## **PROJECT APPROVAL REQUEST**

**Project Name- SCADA Upgrade**

**Date- 8-1-2023**

1. The person or Committee proposing the project:  
Chris McMullen- Water System Manager

2. The project's description/scope including:
  - a. Narrative description of the project.

This project would upgrade the Lake Limerick Water System SCADA.

- b. The project's purpose and the value LLCC members will receive from the completed project, including any health and safety improvement aspects.

This project would provide a secure vpn for remote access by employees, it is more reliable, and a faster way to check on the water systems pumping stations.

- c. Drawings and sketches as necessary to understand the project.

PDF attached to email

- d. The approximate cost for the project, and the basis and assumptions for that cost estimate.

The total project cost to install new equipment and upgrades is \$96,000 for all well sites and the shop. At this time I would like to ask for \$9500 dollars plus tax and shipping to get products in stock that can be implemented while Coast Controls is putting Well Site #2 into service. This for products only to be purchased on this years budget, it would cover the bulk of the electronics to install at Well Site #2 and the shop which will be the "home base" for the SCADA system.

- e. A recommendation as to whether the project should be delivered in-house with LLCC staff, use outside contractors or consultants, or be carried out by a combination of in-house and outside resources  
Coast Controls would be installing and setting up the new SCADA equipment.

- f. An approximate schedule, including any time constraints regarding project activities or completion date.

This project could be completed in the next budget cycle or possibly done over two or three budget cycles if needed.

3. The budget status of the project

4.

A portion of this project is funded under the current Capital Projects, we would need to add the remainder to the future budget.

5. Additional considerations the Board may need to consider, including any foreseeable project risks or liabilities.

I foresee no risks or liabilities, with the secure VPN it is far less likely to be hacked.

6. Proposed project manager.

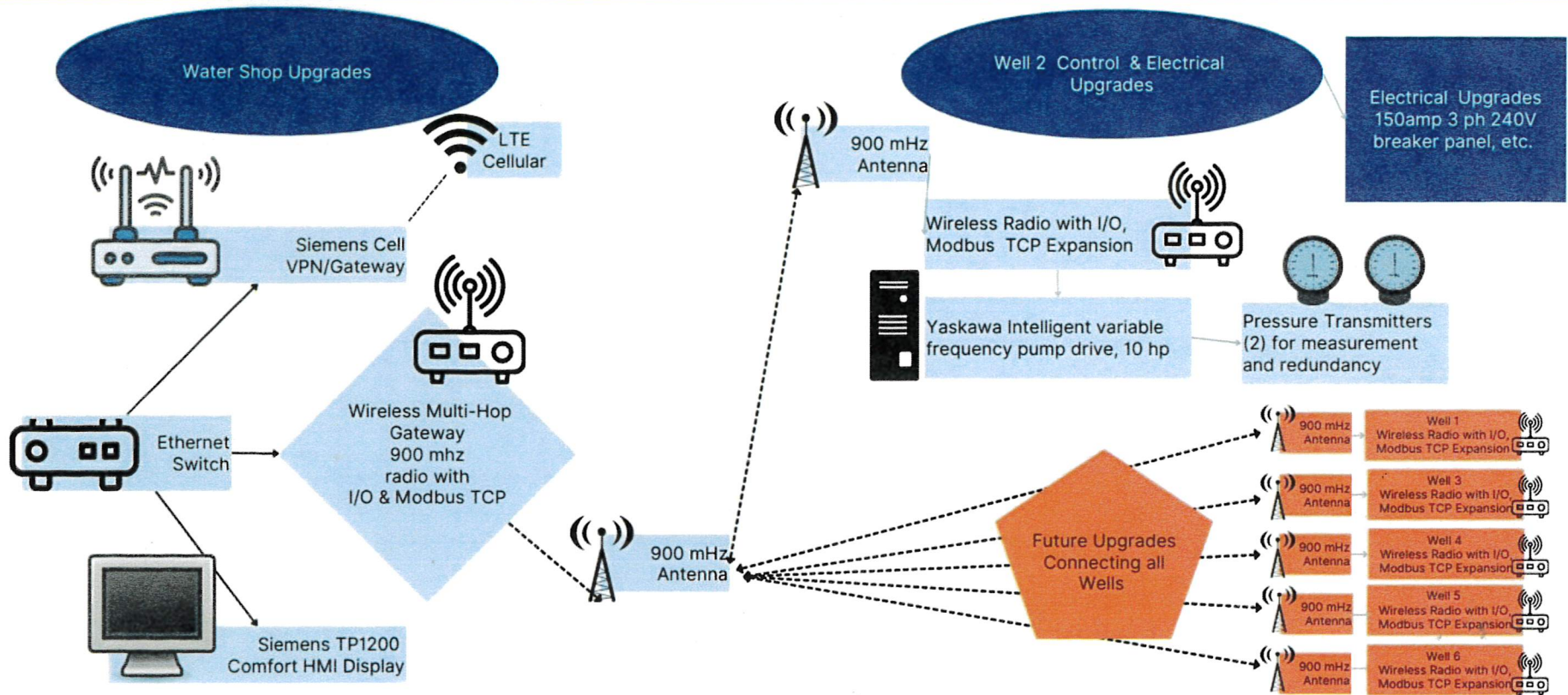
Chris McMullen

7. Evidence of coordination with the appropriate staff departments and management and the staff's recommendation.



# Lake Limerick Water

Well 2 & Shop Electrical, Well Pump Pressure Control Start-up and Base Infrastructure to Upgrade Future Phases to System



**Objectives:** Provide secure VPN remote monitoring and control through phased upgrades of the Shop and Well 2, with a phase-able approach that eliminates the existing SCADA and PLC without the need to invest in incorporating existing obsolete SCADA and PLC functions.

The Comfort Display provides monitoring and control locally at the panel and remotely using the **secure VPN cellular network**. Alarming will also use the cellular network. This will result in two systems until the remaining wells are updated. The unit will receive data through the local multi-hop wireless links at each well site as they are updated via the 900 mHz radio links. Upon completion this will eliminate the Wonderware software, PC, and Automation Direct PLC at each site and the Shop (except Well 6).

The Multi-Hop Gateway includes PLC functionality and onboard I/O built in and also has Modbus TCP communication protocol for expansion of I/O or further PLC functionality. At Well 2, the proposed intelligent VFD has I/O and can run autonomously and also be controlled and monitored via wireless radio Modbus TCP communication port. Additional I/O or PLC functionality can be added over Modbus TCP at each location as needed.