

Minutes of December 9, 2023, 8:30 am – 11:30 am

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, Dan Cossano, Don Bird and Wally Montz.

Board Members: Tamra Ingwaldson, John Ingemi, Dean Dyson and Pat Paradise.

Employees Attending: Water System Manager Chris McMullen, Christy Smith and McKenna O’Keefe.

Guests: Dan Bussler 05/092

APPROVAL OF MINUTES –NOVEMBER 2023:

*A motion was made by Dan Cossano to approve November 2023 meeting minutes with edits to be made. Seconded by don Bird, carried with no nays.

COMMENTS FROM THE CHAIR:

Chair Kelly Evans reminded the committee members and guests that change can be a problem or an opportunity. A third-party HR company performed an assessment of the management structure at Lake Limerick and the CAM role may be restructured. This is an opportunity for Lake Limerick to streamline processes.

Beginning January 2024, a new management structure will begin formation. In the meantime, the Board President Tamra Ingwaldson will do the communications with the community members and staff. Any water department questions should be routed to the Chair – Kelly Evans.

OPERATIONS REPORT

At this time Lake Limerick is operating without a CAM. During this time of management restructure, crews will be working with the Board of Directors President Tamra Ingwaldson for operations decision support.

FINANCIAL REPORT: SUE HEARRON –

TREASURERS REPORT – November

- Welcome McKenna O’Keefe!!!!
- Sue is working closely with McKenna.
- McKenna is working hard to come up to speed on past processes and reformatting reports to create efficient ones. This will include streamlining processes, updating financial actual numbers, building in redundancies and creating user-friendly reports.
- McKenna is working closely with Rhonda to collect the 90–120-day overdue water bills. Rhonda is continuing to work hard on these accounts.
- Since May, Water has not been paying into the HOA account. McKenna will get the accounts current and then she will be able to present a better financial picture at the next Water meeting.
- The Financial Committee continues to work on the audit.
- Clarification for the Navy Trestle project and payment disbursement is needed,
- Sue will work with Scott, the financial advisor at Edward Jones, to make sure CDs are managed to their fullest potential.

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

WATER SYSTEM MANAGER’S REPORT: CHRIS MCMULLEN

1) **Managers’ Report & Consumption Spreadsheet** – See attached consumption report.

- Operational well sites are working well.
- Conducted 14 locates.
- Tentative water shutoff days have been scheduled for overdue accounts that have non – payments.
- Data on the consumption report is still showing a larger loss than what is happening. Chris can monitor data at all hours, including in the middle of the night. What he is monitoring and what the consumption data says do not match. He believes some residential sections of the Beacon meter reading system may not be giving accurate information. Chris is working on the issue.

2) **Project Status:**

- **Water Quality Testing Stations** – Three are up and running.
- **Well #2 Repair** –Chris has conducted bacteria testing, results were good. He will be doing iron and manganese analysis. Samples will be sent to the lab in the next week. He will then be able to set a baseline number to make good, informed decisions about proposed current and future projects.
- **SCADA Upgrades** – A SCADA system upgrade would enable the system to increase the efficiency and accuracy of the meter reading system. There is money set aside for upgrades and Chris is working on a PAR to move forward with the project. Coast Controls will do the work.
- **Elevated Storage Feasibility Study** – Chris is working on a PAR at this time.

- **Navy Trestle** – There may be a short water outage when the water switches to the temporary supply line. Chris continues to work with the contractors and will give the community adequate notice if there needs to be a water outage.

3) **Maintenance Status:**

- **Housekeeping** – Chris will be working on a PAR to upgrade wellhouse heaters. Dedicated and efficient heating in well houses is important.

FORGIVENESS

There were no requests submitted in November for the committee to review.

UNFINISHED BUSINESS:

- 1) **Water System Plan** – Kelly has requested NWS to have all the comments and changes from the last 3 years submitted to Lake Limerick for review. Anticipating the plan will be sent to DOH by the end of the month.
- 2) **2023 - 2024 Budget** – Committee will revisit the topic in January 2024.
- 3) **Action Item Tracker** – Chris will have an audit protocol draft by January 2, 2024
- 4) **Navy Trestle Project** –
 - Trestle easements documents submitted in November are still being reviewed by the Navy.
 - The Navy will be paying for the temporary and permanent water line.
 - Some congestion at Old Lyme – This has improved since the last meeting.

NEW BUSINESS

- 1) **Well Evaluation** – Chris is gathering more information from the contractor to present in the PAR for resubmission to the board.
- 2) **Forgiveness Policy Clarification and Update** – The policy will be updated to increase community understanding of the policy and intent.
- 3) **Pump House Wiring** – Chris is working on wiring for pump houses and new meters.

TOPICS FOR NEXT MEETING

N/A

ACTION ITEMS

The Water Committee reviewed the task chart and updated as needed.

ANNOUNCEMENTS

Next meeting: January 13th, 8:30am

Location: Zoom for committee members and guests.

Events: BOD Meeting – December 16th, 9:00 am Hybrid

*Motion made by Anne Moen to move into a closed session. Seconded by Don Bird, carried with no nays.

Closed Session to discuss personnel and / or legal issues: No motions were made.

*Motion made by Don Bird to return to open session. Second by Dan Cossano, carried with no nays.

Adjourn:

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

Motions for the Board

No motions were made during the December 2023 meeting.

Lake Limerick
Balance Sheet
As of December 12, 2023

2:57 PM
12/12/2023
Accrual Basis
Dec 12, 23

ASSETS

Current Assets

W-10300 · Water Operating Accounts	
W-10310 · Water Operating *8937- Heritage	370,076.97
W-10320 · Well Reserve - *8945 - Heritage	74,382.10
W-10330 · Water ML Repl -*8953 Heritage	98,525.23
W-10340 · Water - Checking - OCCU	57.41
W-10300 · Water Operating Accounts - Other	<u>77,820.65</u>
Total W-10300 · Water Operating Accounts	620,862.36
W-10503 · Water ED Jones - 11177	924,669.20
W-10504 · Water ED Jones - 20044	368,999.56
W-10505 · Water ED Jones 22968 Saving	125,437.65
W-10506 · Water - Savings - OCCU	76.65
W-10507 · Water Ed Jones CD's	<u>393.10</u>

Total Checking/Savings 2,040,438.52

Accounts Receivable

W-11050 · Water Accounts Receivable	<u>467,522.25</u>
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This Account I am still Reconciling

Total Accounts Receivable 467,522.25

Total Other Current Assets 102,709.04

Total Current Assets 2,610,669.81

WATER CONSUMPTION REPORT - 2023

WATER VOLUME ENTERING DISTRIBUTION SYSTEM

1 A. Total Volume Produced	Jan.-23	Feb.-23	Mar.-23	Apr.-23	May-23	June-23	July-23	Aug.-23	Sept.-23	Oct.-23	Nov.-23	Dec.-23	Totals
Total Volume Produced Well #1	0	0	0	0	17,100	554,300	409,400	514,800	54,900	171,400	38,400		1,760,300
Total Volume Produced Well #2	0	0	0	0	0	0	0	0	100,800	0	140,300		241,100
Total Volume Produced Well #3a	355,300	0	0	0	423,500	1,557,400	2,180,500	1,775,000	984,800	713,200	701,700		8,691,400
Total Volume Produced Well #3b	469,100	0	0	0	569,700	2,142,800	3,256,300	2,492,500	1,380,900	985,100	951,300		12,247,700
Total Volume Produced Well #4	1,809,867	2,167,630	2,522,120	2,224,227	3,105,231	2,717,424	2,953,540	2,657,862	2,235,119	2,437,463	1,938,769		26,769,252
Total Volume Produced Well #5	2,000	0	0	0	0	0	2,200	0	0	3,100	0		16,300
Total Volume Produced Well #6	1,939,400	1,780,000	1,877,300	1,784,600	3,271,900	619,800	841,000	1,439,200	1,534,700	719,600	751,400		16,558,900

1 B. Total Volume Purchased	Jan.-23	Feb.-23	Mar.-23	Apr.-23	May-23	June-23	July-23	Aug.-23	Sept.-23	Oct.-23	Nov.-23	Dec.-23	Totals
1. Total Water Produced All Sources:	4,575,667	3,947,630	4,399,420	4,008,827	7,387,431	7,991,724	9,646,940	8,879,362	6,291,219	5,034,863	4,521,869	0	66,284,952

TOTAL VOLUME CONSUMED													
2 A. Water Volume Metered (Billed and Unbilled)	3,660,372	2,939,687	3,438,316	3,095,991	5,838,812	6,439,236	8,469,520	7,748,268	5,032,297	3,837,355	3,338,050		53,837,904
2 C. Estimated Authorized Uses (may be billed or Unbilled)													0
Utility Flushing and Tank Cleaning									100,800		140,300		241,100
Firefighting and Training							7,400						7,400
Net Flow into Storage	-15,619	3,524	11,278	3,172	-13,745	33,484	-19,385	-24,498	21,854	9,338	31,193		40,597
Other: Well flush				16,700	16,700								33,400
Meter Reading Adjustment													0
Unauthorized Consumption (e.g. tamper)													0
2. Total Authorized Consumption	3,644,753	2,943,211	3,449,594	3,115,863	5,841,767	6,472,720	8,457,535	7,723,770	5,154,951	3,846,693	3,509,543	0	54,160,401

Total Volume DSL	930,914	1,004,419	949,826	892,964	1,545,664	1,119,004	1,189,405	1,155,592	1,136,268	1,188,170	1,012,326	0	12,124,551
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Percent DSL	20.3%	25.4%	21.6%	22.3%	20.9%	14.7%	12.3%	13.0%	18.1%	23.6%	22.4%		18.3%
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Year to Date Total DSL:	18.3%	Compliance with leakage standard is based on a 3-year average from last three										8.3%
		Next years 3 year average based on current data										11.5%

Water Rights Data	Right (acft/yr)		Total	Acre-feet used	%Water right used	WR allocated (AFY)	WR allocated (%)	MIFR (Qi) GPM
	AFY (Qa)	% of total						
5566-A (G2-08049) AHA-974 S05 Well #1	117	18.8%	1,760,300	5.4	4.6%	5.4	3.4%	100
5587-A AHA-978 S02 Well #2	166	0.0%	241,100	0.7	0.4%	51.6	32.3%	200
5888-A (G2-08834) AHA-976 S03 Well #3A	84	13.5%	8,691,400	26.7	31.8%	26.7	16.7%	100
APP G2-29483 AHA-975 S06 Well #3B	254	40.9%	12,247,700	37.6	14.8%	82.2	0.0%	210
7012-A (G2-09889) AHA-973 S04 Well #4	79	12.7%	26,769,252	92.2	104.0%		51.3%	100
G2-27215 AHA-977 S07 Well #5*	152	17.8%	16,300	0.1	0.0%		0.0%	190
G2-27443 S08 Well #6*	160	18.8%	16,558,900	50.8	31.8%		0.0%	200
Total AFY without supplementals	700	122.6%	66,284,952	203.4	29.1%	165.8	103.6%	710
Total*	1,012							1100

Electrical Usage in kWh

	Jan.-23	Feb.-23	Mar.-23	Apr.-23	May-23	June-23	July-23	Aug.-23	Sept.-23	Oct.-23	Nov.-23	Dec.-23	Totals
Well #1	1,148	1,014	1,112	1,001	951	1,996	776	928	100	610	1,020		10,656
Well #2	1,025	893	1,254	1,700	945	605	49	81	166	234	509		7,461
Well #3	3,525	1,519	1,642	1,468	3,808	9,565	12,721	10,244	5,907	4,780	4,948		60,127
Well #4	3,393	3,913	4,581	4,127	5,335	4,885	5,357	4,913	4,149	4,555	3,622		48,830
Well #5	1,258	1,100	1,213	1,101	1,180	1,071	136	22	21	262	1,110		8,474
Well #6	9,407	8,481	8,931	8,263	14,803	3,564	4,628	7,170	7,657	4,557	4,940		82,401
Total	19,756	16,920	18,733	17,660	27,022	21,686	23,667	23,358	18,000	14,996	16,149	0	217,949

Gallons Per kWh

	Gallons Per kWh												Gal/kWh YTD	
Well #1	0	0	0	0	0	18	278	528	555	549	281	38		204
Well #2						0	0	0	0	607	0	276		88
Well #3	234	0	0	0	261	387	427	417	400	355	334		256	
Well #4	533	554	551	539	582	556	551	541	539	535	535		547	
Well #5	2	0	0	0	0	46	0	0	0	31	0		7	
Well #6	206	210	210	216	221	174	182	201	200	158	152		194	
AVG Gal/kWh combined =	232	233	235	227	273	350	408	380	350	356	280		304	

Historical Data					Updated March 7, 2019 per Water Use Efficiency Guide Book Third Edition (Jan. 2017) per WSDOH Division of Environmental Health Office of Drinking Water Pub. DOH 331-375
	Pumped	Sold	Loss	3-year Avg.	Distribution System Leakage Notes: All Required 1. 1" water service to 440-450 Penzance Road February 2023.
2010	69,790,309	66,840,300		4.2%	
2011	60,958,882	56,483,665		7.3%	
2012	57,963,886	54,775,298		5.6%	
2013	56,859,553	54,275,297		4.9%	
2014	62,640,611	60,973,028		4.2%	
2015	66,109,416	61,749,171		6.6%	
2016	66,784,811	62,157,037		6.9%	
2017	64,963,044	62,010,322		4.5%	
2018	67,149,235	64,162,480		4.4%	
2019	79,119,500	61,189,708		22.7%	
2020	71,162,988	65,090,958		8.5%	
2021	66,707,700	63,814,600		4.3%	
2022	64,810,761	56,991,583		12.1%	
2023	66,284,952	54,160,401		18.3%	
2024					
2025					

Notes:
 [1] New network flow meters installed at wells 1, 3 and 4 in Q1 2022. Well 4 source meter failed in June 2023 and was 15% to 20% low before that. Use booster flow to network (**bold #s**) instead of source meter at Well #4.