

# Water Planning/Lands and Buildings Committee



## MINUTES

Meeting Date  
February 8, 2017

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I. Call to order 9:00 a.m.

II. Roll call

Kirby Smith - James Clancy - Larry Raymer - Chris Hanson

Bill Neal - Gilbert Gonzalez - April Garcia - Laura Frazier

III. Reserve Study:

James Clancy reviewed the Reserve Study with the committee. The committee agreed to include the backhoe replacement (\$64,613) and water system booster station electrical (\$86,151) in the 2017 replacement year. The committee also agreed to include repairs to the mini excavator (\$10,000) in the 2017 replacement year. The committee agreed to move the water system booster station mechanical (\$55,191) from the 2018 replacement year to the 2017 replacement year. The committee also agreed to move all of the 2019 replacement items (\$312,273) to future years.

IV. 2017 Capital Improvement Spending Plan:

James Clancy reviewed the capital improvement spending plan he prepared with the committee. The capital improvement spending plan shows the drawdown of reserve funds at \$569,000. The plan also included projected dues and assessments for 2018 (\$610.19) and 2019 (\$614.58). The final use of the reserve funds in 2017 and future members dues shown in the spend plan are estimates and can be greatly affected by actual construction costs and revisions in planning

V. Audit of the Meter Replacement Project (MIP):

Bill Neal gave a brief history of the Washington State Municipal Water Law (House Bill 1338-2003-2004). Bill Neal reviewed Surfside Resolution 01-2011 which authorized the meter installation project. Provisions of the Resolution covered were:

3) All direct service connections served by the Surfside Homeowners Association's Water System will be metered by December 31, 2016.

8) Members with an existing direct service connection will be charged five-hundred fifty dollars (\$550.00) to have their water service connection metered. The meter charge can be paid in one installment or may be paid in five (5) or less payments of no less than one hundred twenty dollars (\$120.00) for a total cost of six-hundred dollars (\$600.00) to cover the five hundred fifty dollars (\$550.00) meter charge and an administration fee of fifty dollars (\$50.00).

10) Members will not be charged a metered rate for water without the approval of the membership or at the direction of Washington State.

11) Members whose water use is excessive will be required to fix leaks and/or

## Water Planning/Lands and Buildings Committee

institute water conservation measures to reduce water use.

12) Monies collected from member's meter charges will be used exclusively for the metering project. At the end of the five (5) year metering project, the board of trustees will have the metering project books audited by an independent outside accounting firm to assure that monies were not used for any purpose other than metering connections. If the project comes in under budget, excess monies will be transferred to the Surfside Homeowners Associations Reserve Account. If the project goes over budget, monies to complete the metering project will be transferred from the Surfside Homeowners Associations Reserve Account to cover the shortfall.

The committee agreed that it would be more cost effective to have the MIP audited at the same time the annual audit is conducted.

Bill Neal reported that all direct service connections are metered. The total number of meters installed for MIP was 1,759. 103 members with a direct service connection chose to decommission their service instead of purchasing a meter. Surfside records show 20 lots as having a direct service connection. These lots are undeveloped and do not have a direct service connection.

### VI. Mini Excavator Repairs:

Gilbert Gonzalez reported that the mini excavator needed to be re-bushed. Replacing bushing on the mini excavator will increase safety during operation and increase its life expectancy. Gil has received three estimates to replace the bushings. The cost will be approximately \$10,000. The committee agreed to make this expenditure an agenda item for the February board meeting.

### VII. Backhoe Repair/Replacement:

Gilbert Gonzalez reviewed the cost to repair Surfside's 20 year old backhoe. Based on discussions the committee agreed to make the replacement of the backhoe an agenda item for the February board meeting.

### VIII. Water System Managers Report:

Bill Neal discussed his written report with the committee. There was discussion about water use efficiency of the water mains. Water main leakage during January, 2017 was 470,000 gallons or 10.4% of the water produced. Disinfection byproducts for the fourth quarter of 2016 were well below the MCL and the locational running annual average (LRAA) has been below the MCL for the past four quarters. The high water users report showed that the top 25 residential members used 1,273,074 gallons of water in January, 2017. The total water used by all 1,858 members was 3,537,400 gallons.

### IX. Carbon Treatment Plant Report

The plans and specifications have been submitted to the Department of Health for review and approval. After DOH approval the water department will be seeking bids for materials and contractors.

# Water Planning/Lands and Buildings Committee

## X. Water Main Replacement Report

The crew is currently replacing water main on J Place between 306<sup>th</sup> and 311<sup>th</sup>. When completed on J Place the crew will start replacing water main in division 14 and 15.

## XI. Booster Pump Replacement Report

Bill Neal reported that the booster pumps are beginning to fail and need to be replaced. In 2015 three of the booster pump motors failed. The motors were rewound by Pump Tech, Inc. in Portland. One of the rewound motors failed 14 months after completed and the other three are pulling excessive amperes during operation. Gray and Osborne provided a redesign of the booster pump system. Their design is to replace the six pump long coupled pump system with a four pump close coupled pump system and to operate the pump with variable speed drivers. Bill Neal reported that he is still working on the quotes for the electrical equipment. The replacement of the pumps should be completed before the end of the year. A planned replacement will result in less cost and a more efficient system than an emergency replacement.

## XII. Oysterville Loop Project Report:

Bill Neal reported that he was going to meet with Joe Plahuta P.E., Gray and Osborne, on Monday February 13, 2017 to walk the project as the first step in getting the engineering survey work completed.

## XIII. Larry Raymer Report

Larry Raymer is investigating concerns raised by other trustees on the condition of Surfside's water mains. Larry shared his findings from his investigation of the water main replacement project and the carbon treatment plant project. Larry reported that he talked to several other water systems and visited three of them (Long Beach, Ilwaco, and Raymond). Larry reported that other water systems had much older asbestos cement water pipes than Surfside and that they were not replacing them. Larry also reported that the City of Raymond just replaced their activated carbon filter with a new 2 million dollar system. The reason for replacing the activated carbon system was because it was too expensive to run. Larry will be continuing his investigation and sharing his concerns with the water department and at future board meetings.

## XIV. Adjournment ----- 11:55 a.m.