

City of Port Orchard

Utility Committee
Meeting Minutes
September 15, 2020 at 5:00 PM

Utility Committee Members Cindy Lucarelli, Jay Rosapepe and John Clausen met on September 15, 2020 via Zoom Meeting. Also present: Public Works Director/City Engineer Mark Dorsey, Utility Manager Jacki Brown and Mayor Rob Putaansuu.

Sanitary Sewer CFC's - Update: As a function of the 2020 General Sewer Plan Amendment scheduled for adoption in late 2020 upon DOE approval (see below) and the updated Sanitary Sewer Capital Facilities Plan (CIP), PWD Dorsey provided Committee members with a draft copy of the proposed ordinance scheduled for adoption on the September 22, 2020, whereby staff recommends increasing the Sanitary Sewer Capital Facility Charge (CFC) and reestablishing the Consumer Price Index (CPI) for both sewer and water. Water Rates and CFC's will be discussed at a later date. *No further action required.*

Water System Plan 2020/2021 - Update: PWD Dorsey updated Committee members on the current status of the much anticipated 2020/2021 Water System Plan (WSP) Update of the currently adopted 2011 WSP, originally proposed to be completed in 2017. The current WSP Update includes post-modeling revisions to the Water Capital Facility Plan (CIP) and is scheduled to be submitted to the State Department of Health (DOH) by the end of the month, with Chapter 9 – Financial Planning, being the last chapter needing completion. Additionally, DOH is now allowing water systems to submit for State DWSRF grant opportunities on Plans 'submitted' rather than on Plans 'approved', so City staff will now be able to apply for grant funding in October 2020. *To be continued, presentation of anticipated Water Rates and Capital Facility Charges scheduled for the October 20, 2020 meeting.*

Stormwater Comprehensive Plan (2021) - Update: PWD Dorsey updated Committee members on the consultant selection/procurement status for this much needed 2021 task, being that the Request for Qualifications (RFQ) is being published on October 2 and October 9, 2020, with Statements of Qualification (SOQ) due on October 23, 2020. It is anticipated that a contract commencing in January 2021 will be brought before the City Council in December 2020. *To be continued.*

General Sewer Plan Amendment - Update: As mentioned above, PWD Dorsey updated Committee members on the current status of the 2020 General Sewer Plan Amendment (not to be mistaken for the upcoming 2022 General Sewer Plan Update), scheduled for adoption in late 2020 upon DOE approval. *To be continued.*

Cross Connection Control & FOG Programs - Discussion: PWD Dorsey provided Committee members a brief overview of the current status of the city's water system Cross Connection Control (CCC) program and the needed Sanitary Sewer System Fats/Oils/ Grease (FOG) program. In general, the city does currently have a minimal CCC program that needs updating/expanding, with the assistance of the Building Department/Authority Having Jurisdiction (AHJ.) The FOG program is basically non-existent, but again, with the cooperation of the Building Department and the experience that current staff have from prior jobs, the FOG program should be successfully implemented in 2021. *To be continued*

McCormick Sewer Pump Station #1 Repairs - Update: PWD Dorsey once again updated Committee members on the current status of the two (2) areas of needed repair on the McCormick Woods Sewer Pump Station #1 before the Performance Bond can be released, being:

- Groundwater Intrusion – the issue of groundwater intrusion at the stairwell has not been addressed yet, the Performance Bond will not be released until it has been successfully resolved. *To be continued.*
- Connection Point Movement – the issue of the movement of the Y-connection to the existing 16-inch SSFM is still being designed, the Performance Bond will not be released until it has been successfully resolved. *To be continued.*

580 Zone Water Campus - Update: PWD Dorsey and UM Brown provided Committee members with the updates as follows:

- Well #12 – having successfully drilled the 1,100-ft pilot hole, McCormick Communities consultant (Robinson Noble) is still completing the confirmation of the water quality/quantity of this newly discovered water bearing formation. McCormick Communities LLC is reluctant to commence with the continued development of the well unless certain water rights guarantees are provided, which may prove to be difficult given the challenges of the Foster Pilot Project. *To be continued.*
- Well #11 – work continues to bring Well #11 online, with the Request for Proposal (RFP) for the Well #11 Modification and Testing and Decommissioning of Well #1 and #2 being advertised at the end of this month. This current activity was unplanned, as the need to draw more source from Well #11 (Foster related) is now needed and thus, approximately half of the existing 12-inch casing needs to be increased to a 16-inch casing. *To be continued.*
- 580 Tank – McCormick Communities, continues to make good progress on the construction of the new water reservoir. *To be continued.*

- Splash Pad - the retrofit Ad Ready design work is nearly complete with staff providing the final plan/specifications review. The anticipated completion date of August 31, 2020 for the design effort has been extended to September 30, 2020. An RFP will be issued immediately upon completion of the design. To be continued.

Utility Department Work Plan - Update: PWD Dorsey and UM Brown provided Committee members with updates on the following Projects:

- Foster Pilot Project - the Joint Legislative Task Force has scheduled a meeting for November 2020 to receive updates on all Foster Pilot Projects and to discuss how the Department of Ecology's work is affected by the pending Foster Decision. Our consultant team continues to work on meeting the three (3) tiers of the Foster "fix" workplan. To be continued.
- Well #13 Proposed Site Plan – BHC and city staff have developed the proposed site plan for the future Well #13 Site (future Contract #4) with space allocations provided for a future 390-zone reservoir and a future water treatment system "if" the EPA changes standards for Iron Manganese. To be continued.
- Well #13 Mains & PRV's – this body of work (future Contract #5) is still pending. To be continued.
- Well #13 - Maple Avenue (Water Main & Well #6) – the contract for this next phase of Well #13 Work (Contract #3) has been awarded and is anticipated to be complete within 2020. To be continued.
- Well #11 Improvements 30% Design - the Technical Specifications for the Modification and Testing of Well #11 and the Decommissioning of McCormick Wells #1 and #2 is now complete. To be continued.
- McCormick Sewer Pump Station #2 - this project's construction phase continues to move along per schedule and within budget. To be continued.

Next Meeting(s): October 20, 2020 (Location TBD)

Next SAC Meeting(s): November 20, 2020 PM (via Zoom)

Meeting adjourned at 5:57 PM

Meeting successfully recorded via Zoom

Cc: Council, City Attorney, Mayor and Department Heads