

**CITY OF ELLENSBURG
AGENDA
Council Chambers
Thursday, March 16, 2023
3:30 PM - Utility Advisory Committee**

<https://us02web.zoom.us/j/81232986224>

1. CALL TO ORDER

2. ROLL CALL

3. ELECT CHAIRPERSON AND VICE CHAIRPERSON

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

5.A Approve minutes - Jan 19, 2023 regular meeting minutes
[UAC Minutes 1-19-23.docx](#)

6. APPROVAL OF CONSENT AGENDA Consent items have been distributed to committee members in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a committee member or at the request of a member of the public with concurrence of a committee member.

7. CORRESPONDENCE AND CITIZEN COMMENTS ON NON-AGENDA ITEMS Time is set aside each meeting to allow citizens to address the Utility Advisory Committee on city utility issues that are not on the agenda. Please limit remarks to three minutes. The Committee will not take action when the issue is first raised, but may place the issue on a future agenda. Citizen comment on items on the agenda is also welcome. Please let the chair know you wish to speak and then wait to be recognized.

8. TELECOMMUNICATIONS UTILITY DISCUSSION ITEMS

8.A Telecommunications Issues and Updates
[UAC March 2023 - Telecom Issues & Updates updated.docx](#)

9. ELECTRIC, NATURAL GAS, WATER, WASTEWATER, STORMWATER UTILITY DISCUSSION ITEMS

9.A [Watermain Break Wrap-Up 2022](#)

10. INFORMATIONAL ITEMS

10.A [Sustainability & Energy Plan Project Update](#)

10.B Update on the Climate Commitment Act (CCA)

10.C Committee Member Updates

10.D Public Works & Utilities Issues and Updates

[UAC March 2023 - Public Works & Utilities Issues Update.docx](#)

11. NEXT MEETING

12. ADJOURNMENT



CITY OF ELLENSBURG

Utility Advisory Committee

Date of Meeting

January 19, 2023

Time of Meeting

3:30 PM

Place of Meeting

Council Chambers & remotely via Zoom

Nancy Goodloe, Chairperson, term expires May 31, 2024

Ed Barry, Vice Chairperson, term expires May 31, 2023

Nancy Lillquist, City Council, term expires May 31, 2025

Scott Carlson, CWU, term expires May 31, 2025

Bryan Clark, KITTCOM, term expires May 31, 2023

Kittitas County, Telecommunications Utility customer. term expires May 31, 2023

Nate Sitton, City Utility Customer, term expires May 31, 2023

1. CALL TO ORDER

Chairperson Goodloe called the meeting to order at 3:30 pm.

2. ROLL CALL

Members present: Nancy Goodloe, Chair; Nancy Lillquist, City Council; Nate Sitton, City Utility Customer (Zoom); Scott Carlson, CWU (Zoom); Bryan Clark, KITTCOM (Zoom).

Committee member Lillquist moved to excuse Ed Barry. **Motion approved. 5-0**

Also present: Ryan Lyyski, Public Works & Utilities Director; Derek Mayo, Engineering Services Manager; Buddy Stanavich, Power & Gas Manager; Kim Bowie, Operations Analyst; Darin Yusi, Gas Engineer (Zoom); Ben Faubion, IT; Heidi Behrends Cerniwey, City Manager; Paul Meyer, Electrical Engineer; Jon Morrow, Stormwater Manager (Zoom); Mike Helgeson, Assistant Public Works Director; Andrew Lyons, HopeSource.

3. APPROVAL OF AGENDA

Committee member Lillquist moved to approve the agenda as presented. **Motion approved. 5-0**

4. APPROVAL OF MINUTES

4.A. Approve minutes - Nov 17, 2022 regular meeting minutes

Committee member Lillquist moved to approve the regular meeting minutes. **Motion approved. 5-0**

5. APPROVAL OF CONSENT AGENDA

No consent items.

6. CORRESPONDENCE AND CITIZEN COMMENTS ON NON-AGENDA ITEMS

No comments.

7. TELECOMMUNICATIONS UTILITY DISCUSSION ITEMS

7.A. Telecommunications Issues and Updates - verbal update

Ben Faubion gave an update on the telecom utility.

Telecommunication members are allowed to vote on telecommunication items only per ECC 1.50.040

8. ELECTRIC, NATURAL GAS, WATER, WASTEWATER, STORMWATER UTILITY DISCUSSION ITEMS

8.A. HopeSource Energy Audit Agreement

Committee member Lillquist moved to approve the contract as presented. **Motion approved. 4-0**

8.B. Water Transmission Main Valve Replacement Presentation

Mike Helgeson presented information on a recent Public Works project.

9. INFORMATIONAL ITEMS

9.A. Committee Member Updates

Committee member Lillquist informed the Committee of several updates.

9.B. Public Works & Utilities Issues and Updates

Staff shared departmental updates.

9.C. Annual Board/Committee/Commission Report - 2022 Year in Review

The Committee suggested a few changes to the report.

10. NEXT MEETING

10.A. February 16th, 2023, at 3:30 pm

11. ADJOURNMENT

With no further discussion, the meeting adjourned at 4:42 pm.

Kim Bowie
Recording Secretary

Drafted: 1/20/2023

Approved:

Ellensburg Utility Advisory Committee
Telecommunication Issues and Updates
March 16, 2023

- Verbal Update
 - o NTIA Extension from February 28, 2023, to August 31, 2024
 - o Received new Fiber switch for the Traffic Control System managing communications with intersection equipment.



AGENDA REPORT

Meeting Date: March 16, 2023

Agenda Subject: Watermain Break Wrap-Up 2022

Submitted by: Ryan Lyyski Public Works & Utilities

Recommended Action or Motion: For information only, no action anticipated

Background/Summary:

The City water utility in 2022 did experience a fair amount of watermain breaks in comparison to previous years. Please note that PW&U continues to do a better job of record keeping which likely helps drive these statistics.

Main breaks by year:

2008 **6EA** 2013 **6 EA** 2018 **5 EA**

2009 **6EA** 2014 **7 EA** 2019 **3 EA**

2010 **7EA** 2015 **6 EA** 2020 **4 EA**

2011 **9EA** 2016 **9 EA** 2021 **9 EA**

2012 **6 EA** 2017 **7 EA** 2022 **15 EA*** (*3 of these breaks were found by the City's leak detection company and did not surface, they were leaking underground and would not have been found without detection)

PW&U has been keeping track of watermain breaks since 2008. The yearly break information provides good statistics to track. In evaluation of the breaks, staff has considered all of the possibilities that may have led up to the breaks. Of the factors considered, the following is known for 2022.

All of the breaks were cast iron pipes with 60 percent of the breaks being on 6 inch diameter pipe. Forty seven percent of the breaks were on pipe that was installed in the 1950's. Of

note from above, three of the breaks identified in 2022 were located by the City's leak detection contractor and had not surfaced. Cast iron pipe is strong brittle pipe, and when a bending or torsional load are applied, it usually fails catastrophically. When the failures typically occur, you can easily see them as a large volume of water is boiling out of the ground. On all of the breaks in 2022, when crews excavated the mains for repair there was one common theme. The crew could identify why the failures had occurred, as the pipe was installed without pipe bedding and either had a large rock pushing on the pipe or the pipe was in some sort of bending stress.

Previous Council Action: N/A

Analysis: Comparing the City to national standards, the City is actually in pretty good shape. The American Water Works Association, AWWA reports that in the United States watermain breaks occur on the average of 27 breaks per 100 miles of pipe. Based on the City's records from 2008, the average breaks per year have ranged from likely 7 per 100 miles of pipe in 2008 to 14 per 100 miles in 2022. As an additional note to consider, the City's standards for many years have required the installation of ductile iron pipe backfilled/bedded with pea gravel.

Financial Impact: Report for information only.



AGENDA REPORT

Meeting Date: March 16, 2023

Agenda Subject: Sustainability & Energy Plan Project Update

Submitted by: Buddy Stanavich Public Works & Utilities

Recommended Action or Motion: Information Only

Background/Summary: Completed Tasks

- All requested data has been supplied by the city and is in the process of being analyzed to establish the baseline greenhouse gas inventories.
- Preliminary assessments to address the CETA Clean Energy Compliance, Conservation Potential Assessment (CPA), and Demand Response Potential Assessment (DRPA) are being drafted. Open items are in discussion so the draft assessments can be finalized and reviewed.
- Preliminary Energy Assessment, including Clean Buildings Performance Standard benchmarking, of city owned buildings is complete and indicates there are opportunities for energy efficiency improvements in several buildings. Building use and size assumptions will be validated and the final report made available by March 31, 2023. Buildings subject to the CBPS are as follows (although there are energy savings opportunities at other buildings not currently subject to the legislation):
 - Tier 2 Buildings (over 20K sq feet)
 - City Hall (23,700 sq ft)
 - Hal Holmes/Library (23,720 sq ft)
 - Police Department (23,669 sq ft)
 - Establishment of a Steering Committee to provide support, guidance, and oversight to the project team. Membership requests have been sent out to potential participants

Next Steps

- Finalize GHG inventory.
- Begin Climate Commitment Act Compliance assessment.
- Establish preliminary sustainability goals for city and community input.
- Finalize list of Community Leaders to interview (Steering Committee).
- Develop content for community engagement survey.

Previous Council Action: N/A

Analysis: N/A

Financial Impact: N/A

Ellensburg Utility Advisory Committee
Public Works & Utilities Issues and Updates
March 16, 2023

Consent Items

Agenda Reports for items approved by the City Council since our last meeting are attached.

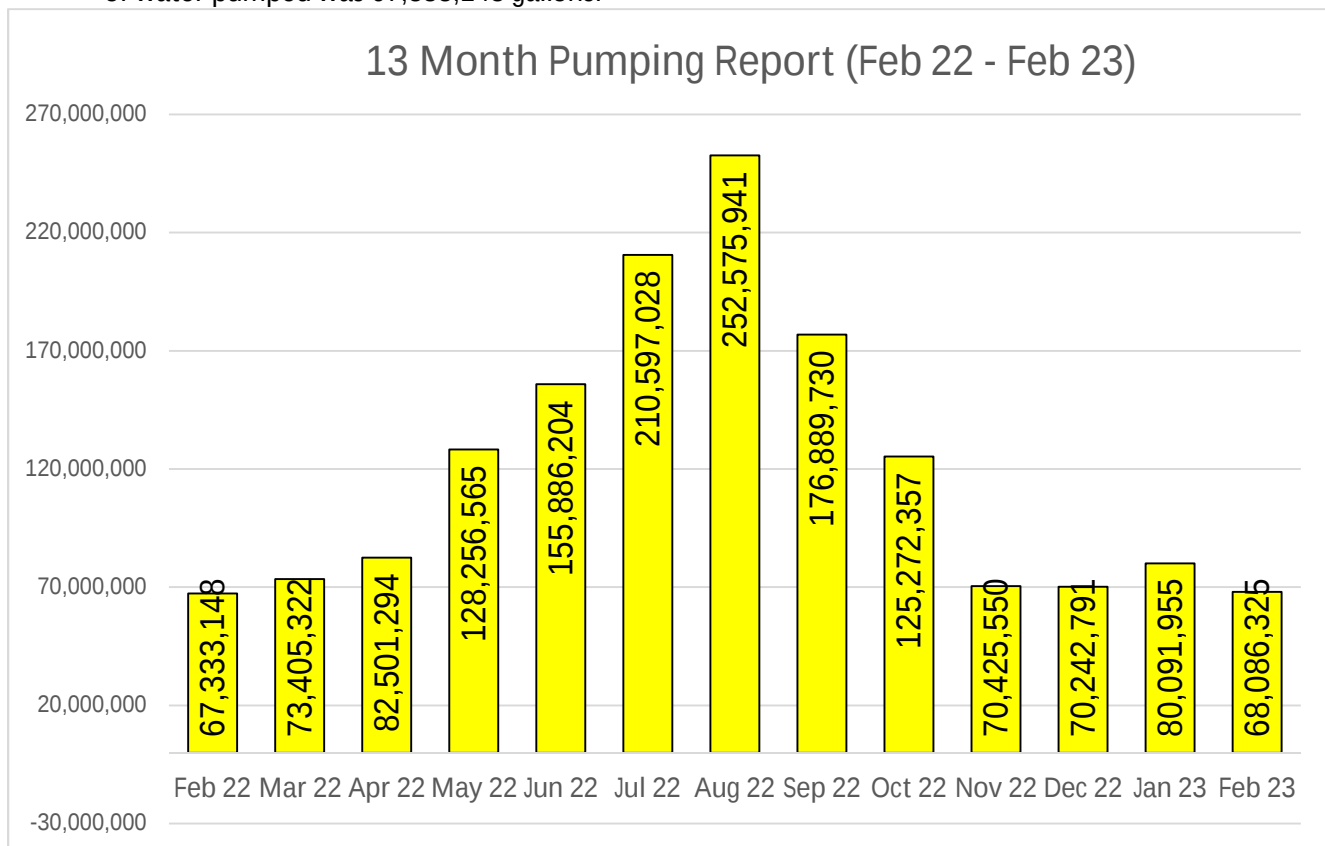
All Utilities

Sewer

- Collections crews have been working on utility locating, inspections, and routine jetting operations.
- Operations staff have been performing several maintenance and repair operations at the WWTF, including work on the gravity belt thickener, the boiler, and communications equipment.
- Staff attended “call before you dig” (811) training and locater training.
- Staff continue to work with consultants on the General Sewer Plan update, the Aeration Alternatives Analysis, and the Clarifier Rebuild projects.

Water

- Water pumped during the month of February of 2023 was 68,086,325. In February of 2022, the amount of water pumped was 67,333,148 gallons.



- Crews have been installing a number of new services and water meters in new developments.
- Staff attended “call before you dig” (811) training and locater training.

- Staff continue to work with EPA in preparation for UCMR 5 testing that will begin in 2024.

Storm

- The bridge on Dolarway and levee is back under construction. The road was shut down on March 6th and should re-open on April 21, TBD.
- Gateway II design work is back up and running and the kickoff meeting is March 23, 2023.
- Staff completed the Management Plan and is currently working on the annual report for Ecology due March 31, 2023.
- Certification CLOMR work continues the existing levee and new bridge/levee with FEMA and the County.
- Gateway 1 is back under construction and is slated to be finished December 2023, TBD.
- The Utility will be hosting a tree give away on Earth Day April 22, at Irene Rinehart Park. As a part of the 40-year Tree City USA/Arbor Day celebration, the utility has combined this event with adding Earth Day stormwater activities. Franklin Conservation District (aka Drain Rangers) will host a booth to educate and bring awareness to pet waste run off and “only rain down the drain”.
- The Utility will soon hire Evergreen StormH2O to conduct a required monitoring effectiveness study as a part of permit compliance. The idea at this point is Evergreen will sample stormwater from the Gateway 1 project both pre-constructed and post. It’s an effort to see if the stormwater treatment for this project really works in the field.
- The Utility will participate in the Keen Urban Streams and Brews event happening spring of 2023.

Electric

- At the August 15, 2022 meeting City Council awarded Bid Call 2022-13 for the purchase of 53,400 feet of 750 MCM cable. Due to supply chain issues this cable will not be delivered in time for a developer driven primary extension. Staff has reached out to several suppliers asking for expedited delivery of the 15,000 feet of cable needed to complete this extension. The soonest delivery provided is from WESCO/Anixter with a ship date of the end of March. The quote for this material was only good for two days as a result Staff called for a special City Council Meeting to waive competitive bidding.
- The Light Department is dealing with material shortage issues and long lead times. We are currently rationing materials for primary extensions to new developments while maintaining a minimum inventory for maintenance and emergency repairs. Staff has also postponed maintenance projects due to lack of materials. It is likely that in the near future, the light department will be unable to provide service to new developments due to lack of materials.
- Staff advertised Bid 2023-02 Pole Testing and Treatment for the inspection and treatment of the City’s 2000 poles. Bids were opened Thursday March 2nd and received 3 bids with Osmose Utility Services being the lowest apparent bid. Staff in finalizing the contracting and will be going to council soon for award.
- Staff will be advertising bid call 2023-03 Structural Steel for the purchase of the structural steel for the Dolarway Substation Improvement Project. The schedule is to advertise on Thursday March 16th and open on Thursday April 6th.
- Staff is also preparing a Request for Qualifications to select and hire a consultant to perform a system study. This study includes an analysis of the electrical utility and recommendations for capital improvement projects.
- Engineering staff continues with duct and vault inspections for several large developments and construction projects. Projects include: Foster Plat; Ellensburg Flats; and Mallard Meadows.
- Potelco is on property, as needed, and continues helping the City while the light crew is short staffed.
- City crews have been focusing on day-to-day operations such as new services, street light maintenance, as well as other customer driven and required maintenance and service work.

Gas

- Crews performed scheduled monthly maintenance tasks and installed new customer requested service lines. Crews are focusing on annual safety training requirements and operator qualification training, including annual steel pipe and PE fusion re-qualifications. Crews have completed some annual safety training including respirator fit tests and respiratory protection. Staff is inspecting the gas work being performed by contractors on the Gateway I project.
- Climate Commitment Act (CCA) – Staff will not be participating in Ecology’s first GHG Allowance auction held at the end of February but intends to participate in the May 31st auction.
- Staff continues to review material inventory and projected needs in anticipation of supply chain issues. Timely material acquisition continues to be an issue.
- Staff participated in two UTC audits starting on February 27th. The audits covered our Operator Qualifications Program and our Distribution Integrity Management Program.
- Two crew members attended an MEA Measurement Excellence course in February.
- Saturday, March 18th is Natural Gas Utility Workers’ Day. March 18th commemorates the date of the New London, Texas school explosion in 1937 that led to the widespread odorization of natural gas and an increased emphasis on safety. Safety is a vital aspect to natural gas distribution and the employees of distribution companies endeavor to make natural gas delivery as safe as possible. Natural Gas Utility Workers Day 2023 Proclamation was read at the March 6th City Council Meeting. Proclamation is attached.

[Natural Gas Utility Workers Day 2023](#)