

Engineering and Operations Committee Meeting

Minutes

January 3, 2013

Mr. Harrison convened the meeting at 3:00 P.M., Thursday, January 3, 2013, at the Lakeway Municipal Utility District's office located at 1097 Lohmans Crossing, Lakeway, Texas 78734-4459.

The following Engineering and Operations (E&O) Committee members were in attendance:

Don Walden, *Chairman*,
Carl English, *Committee Member*,
Earl Foster, *General Manager (GM), Lakeway M.U.D.*,
Harvey Harrison, *Committee Member (Vice Chairman)*,
Bob Rives, *Committee Member (Secretary)*,
Pat Rossmiller, *Committee Member*.

Jerry Hietpas, *Board Member and Board Liaison to Committee*.

The meeting's agenda had been distributed to all Committee and Board members from Mr. Foster on January 2, 2013. The designated Agenda for the meeting was:

1. Update on the Collection and Distribution System from Field Supervisor Tommy Farrell
2. Review CIP Projects
3. Update on Preliminary Engineering for Eagle Tanks
4. Set-up Tour of Facilities.

Mr. Foster introduced Field Supervisor Tommy Farrell who gave the committee an update on the M.U.D.'s Collection and Distribution System in which Mr. Farrell supervises eight men. Mr. Farrell told the committee that the system includes about 4,200 water meters and that 806 have radio-read meters which can be read from the trucks via lap-tops using Auto Meter Readers (AMR). This data is stored for three to six months for any future references. He said they will buy another 500 to 600 meters this year and intend to complete the system within a 5-year plan. Meter reading time used to take about 16 days with one employee reading meters and is now accomplish in about 9 days using more employees to read meters. With all new AMR meters that time should be reduced to only two to three days which will be a considerable reduction in man hours. Some of the Field Supervisor's main jobs are replacing the older boxes and checking for general leaks. It was noted that the M.U.D. system has less than 10% water loss within the entire distribution system. Regarding equipment maintenance the crew does most of the general up-keep. Mr. Farrell and his crew take care of the maintenance on 13 trucks, back

hoes, and trailer equipment. M.U.D. has no full time mechanics but self-performed preventive maintenance and some repairs. He mentioned that they are using the vacuum-trailers more than the back hoes for pipe repairs. By using a pressure-design vacuum system from a mounted excavator, the crew men are able to perform non-destructive digging to repair either sewers or water pipes. This takes less time than a back hoe and without the potential of breaking pipes or digging unnecessary large holes. In regards to sewer collection, he talked about the use of cameras (mini-cams) to pin-point problem areas and for general inspections of older pipes. About 60% of the sewer pipes are made of clay; the rest are primarily PVC pipe. Proper installation of all new pipes is purposely preformed so as not to have to do it over. Fiberglass man-holes are used instead of concrete for corrosion reasons as sulfuric acid gets to the concrete through the lining pinholes and that leads to a break down of the man-holes. Furthermore, there are no code problems with fiberglass manholes.

He did mention that some of the trucks are getting older and may need more repairs. Pickup trucks are reaching 60,000 to 70,000 miles, whereas they used to be replaced every five years at about 40,000 miles as part of the annual budget.

Mr. Foster said that a General Manager's Report will be distributed to the committee. In regards to water rates (water bills), he said they are re-calculated every year using a five year average built into the water rate calculation. Wastewater, however, is basically a flat rate and the rate calculation used is complex.

Mr. Foster told the committee that with the continuing drought issues in the area, a coalition of local Lake Travis "firm contract" water users has recently been formed and they met with the LCRA. He reported that the LCRA staff had changed their views from their decision two months ago on sending water to the rice famers this year. Also present at that meeting were Texas State Senators Troy Fraser and Kirk Watson who supported the coalition. The LCRA Board will consider a resolution on January 8th to increase the trigger point from 775,000 acre-feet to 850,000 acre-feet. If water is provided for first crop, staff recommendation is to provide a limited amount of stored water for second crop only if storage on July 1 is at or above 950,000 acre-feet. After a dry November and extremely low inflows to the lakes in December it would appear that the LCRA has become more inclined toward the views of the coalition. Mr. Foster stated that the LCRA will make an official statement later on regarding their resolutions.

At this time Mr. Foster handed out the original Capital Improvement Project Program and the list for the 2008-2017 bond financing. One issue that needs a resolution is whether to add a chlorine scrubber at W-3. This is primarily a safety issue regarding the off-loading of chlorine and a potential breaking of pressurized containment cylinders. It was pointed out that a new scrubber would cost around \$140,000 (not including transportation to site); however, he found a used one that could be purchased at around \$10-\$15,000 with about \$2,000 shipping costs. The committee thought more research should be sought as to how other companies and M.U.D. organizations handle this issue. They noted that the cylinder were well covered and protected. The committee also wanted to know the documented protocols for chlorine handling and what education or training were given the employees. It was also asked if these were in the Lakeway M.U.D. files, and are the employees HazMat qualified and up to date on all OSHA rules and regulations regarding the handling and storage of the chlorine cylinders?

The preliminary outcome of the water model is that we need a new clear-well at W-3 to replace the Eagle ground storage tank. The engineer is presently working on her results report. Regarding the painting of the storage tanks they have been inspected and the E-2, E-3 and E-4 tank interiors need a paint job which is presently under contract. E-3 and E-4 exteriors need a wash and over coat; however, E-2 exterior paint is dead and will not allow an overcoat at this time it is believed to have about four years paint life left and exterior paint work will be budgeted for four years from now. Present maintenance contracts for interior painting will not be extended. In the future the maintenance would be by capital expenditure on a yearly basis involving escrowed funds.

Mr. Foster will arrange for Thursday, January 17, 2013, for a L.M.U.D. facilities tour beginning at 1 P.M. and ending around 5 P.M. It was suggested he get a van with a driver so that he could be free to lecture the other committee members.

It was agreed that the next meeting would be on January 31, 2013, at 3:00 PM. The meeting was adjourned at 5 P.M.

The Minutes have been read and approved by email:

January 8, 2013

RGR/January 5, 2013