



Public Works & Utilities Department

Natural Gas Division

501 North Anderson Street; Ellensburg, WA 98926

Ph: (509) 962-7124 Fax: (509) 925-8662

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December 22, 2020

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WASH. UT. & TP. COMM

Sean Mayo
Pipeline Safety Director
Washington Utilities and Transportation Commission
PO Box 47250
Olympia, WA 98504-7250

RE: 2020 Natural Gas Standards Inspection (Insp. No. 8066 – City of Ellensburg Gas Division)

Dear Mr. Mayo:

The City of Ellensburg Gas Division received the results of Pipeline Safety Inspection No. 8066 and offers the following information regarding the area of concern and the action taken by the Gas Division to include the recommended changes.

UTC Area of Concern

49 CFR §192.739(a) Pressure limiting and regulating stations: Inspection and testing.

(a) Each pressure limiting station, relief device (except rupture discs), and pressure regulating station and equipment must be subjected at intervals not exceeding 15 months, but at least once each calendar year.

Finding(s):

Northwest Pipeline (Williams) owns the gate station and pressure relief valve that control the pressure and protect parts of Ellensburg's system from over pressurization. During the inspection, Ellensburg was able to obtain maintenance records for these facilities, but they do not have a procedure in place to obtain these records for these records annually. Since the facilities have annual maintenance requirements, common practice for local distribution operators is to request the records annually.

City of Ellensburg Response/Action Taken

The City of Ellensburg Gas Division has acknowledged the above finding and has incorporated a procedure within its Operation and Maintenance Manual to obtain Northwest Pipeline (Williams) annual maintenance records and relief capacity verification records of their facility that serves the City of Ellensburg. The procedure is located in Section 1.3 of the City of Ellensburg Gas Division Operation and Maintenance Manual.

The City of Ellensburg is currently working with local and federal authorities to resolve a ransomware issue that involves all City network drives and documents within. Once the documents are retrieved and the City Gas Division can access the original Operation and Maintenance Manual documents, the entire Section 1 will be sent to the Pipeline Program email as well as Deborah Becker, and will include the revision regarding the UTC's recommended addition.

The revision being added as Section 1.3 is as follows:

*1.3 – Williams Pipeline Northwest: Meter & Regulator Station
{49 CFR §192.739(a)}*

Williams Pipeline Northwest delivers natural gas to the City of Ellensburg from their meter and regulator station located at 3271 Kittitas Highway in Ellensburg, WA. Gas delivered to the City of Ellensburg is not to exceed 150 psig. Williams meter and regulator station maintenance and relief valve capacity verification records for this location are obtained annually by the City.

If you have any further questions regarding our response, please contact me at (509) 962-7124.

Sincerely,



Ryan Lyyski
Public Works and Utilities Director

Cc: John Akers, City Manager
Darren Larsen, Assistant Utilities Director
Darin Yusi, Gas Engineer