



STATE OF WASHINGTON
UTILITIES AND TRANSPORTATION COMMISSION

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Sent via email

April 19, 2021

Jan Molinaro
Mayor
City of Enumclaw
2041 Railroad Street
Enumclaw, WA 98022

RE: 2021 Natural Gas Annual Review – City of Enumclaw Natural Gas Department –(Insp. No. 8364)

Dear Mr. Molinaro:

Staff from the Washington Utilities and Transportation Commission (staff) conducted an Annual Review inspection of City of Enumclaw Natural Gas Department, (Enumclaw), on April 5, 2021. The inspection included a review of company manuals and any program changes in the previous year.

No apparent violations were noted as a result of the inspection. This inspection will be closed as of the date of this letter.

Staff thanks Enumclaw's personnel for their professionalism and cooperation during this inspection.

If you have any questions or if we may be of any assistance, please contact Scott Anderson at (360) 481-6978.

Sincerely,

Sean C. Mayo
Pipeline Safety Director

cc: Ed Hawthorne, Gas Manager, City of Enumclaw
Chris Searcy, City Administrator, City of Enumclaw
Jeff Lincoln, Public Works Director, City of Enumclaw

Form A- Annual Review 8264

UTC Standard Inspection Report
Form a- annual review

With associated report links from operator information
Appendix 1 is form a- annual review separate attachment

Inspector and Operator Information

Inspection ID	Inspector - Lead	Inspector - Assist
8264	Scott Anderson	
Operator	Unit	Records Location - City & State
City of Enumclaw	City of Enumclaw	Enumclaw, WA
Inspection Start Date	Inspection Exit Interview Date	Engineer Submit Date
04-05-2021	04-05-2021	04-05-2021

Inspection Summary

This inspection was an annual review of the City of Enumclaw's Natural Gas Department.

1 AFOD

No significant findings came as a result of this review

Instructions and Ratings Definitions

INSPECTION RESULTS – Form a- annual review

Unsatisfactory Responses	Unsatisfactory List
0	
Area of Concern Responses	Area of Concern List
0	
Not Applicable Responses	Not Applicable List
29	3,4,6,7,8,11,12,13,14,15,16,17,18,19,20,21,27,28,29,30,31,32,35,37,39,40,42,43,44
Not Checked / Evaluated Responses	Not Checked / Evaluated List
0	

Appendix 1 - Flood, Geological, Mitigation Inspection Results
error displaying report

**If an item is marked Form a- annual review. U, N/Form a- annual review or N/C, an explanation must be included in this report.

Regular Inspection History

Year of Inspection	Facility - Operator	Unit Name	Inspection ID	Inspection Type	Inspection Status	Closed Date	Next Inspection Interval
City of Enumclaw (12 Inspections)							
2021	City of Enumclaw	City of Enumclaw- Natural Gas Department	8263	PA - Public Awareness	In the Workflow		04-05-2025
2021	City of Enumclaw	City of Enumclaw- Natural Gas Department	8264	Standard - Annual Review	Exit Interview Conducted		04-05-2022
2020	City of Enumclaw	City of Enumclaw- Natural Gas Department	8060	Standard Comprehensive - GD	Complete	08-17-2020	07-23-2023
2020	City of Enumclaw	City of Enumclaw- Natural Gas Department	8061	DA - Drug & Alcohol	Complete	07-30-2020	07-28-2024
2020	City of Enumclaw	City of Enumclaw- Natural Gas Department	8062	DIMP - Gas Distribution Integrity Management	Complete	08-17-2020	07-29-2023
2020	City of Enumclaw	City of Enumclaw- Natural Gas Department	8065	Standard - Annual Review	Complete	07-30-2020	07-22-2021
2019	City of Enumclaw	City of Enumclaw- Natural Gas Department	7834	OQ - Operator Qualification	Complete	03-26-2019	03-14-2023
2019	City of Enumclaw	City of Enumclaw- Natural Gas Department	7835	Standard - Annual Review	Complete	04-08-2019	04-04-2020
2018	City of Enumclaw	City of Enumclaw- Natural Gas Department	7582	OM PPR GAS - Operations & Maintenance, Plans & Procedures Review	Complete	03-09-2018	02-28-2022
2017	City of Enumclaw	City of Enumclaw- Natural Gas Department	7249	DIMP - Gas Distribution Integrity Management	Complete	03-06-2017	02-08-2020
2017	City of Enumclaw	City of Enumclaw- Natural Gas Department	7254	Standard Comprehensive - GD	Complete	09-07-2017	08-31-2020
2016	City of Enumclaw	City of Enumclaw- Natural Gas Department	6781	PA - Public Awareness	Complete	06-03-2016	05-04-2020

System Operations

Annual Report - Miles of Main

Annual Report GAS Transmission Miles

Year	SYSTEM TOTAL Miles of Main	Miles of Service	SYSTEM TOTAL NO. of Services	Average Service Length	YEAR	Total Total Miles	e. Total tool mileage inspected in calendar year using in-line inspection tools
2019	111.6	71.85	4742	80	No reports found		
2018	102.28	68.02	4489	80			
2017	98.6	65.47	4321	80			
2016	97.25	65.00	4288	80			
2015	95.87	64.33	4246	80			

Annual Report - Leaks

Year	Cause of Leak Mains Total	Cause of Leak Mains Hazardous Total	Cause of Leak Services Total	Cause of Leak Services Hazardous Total	NUMBER OF KNOWN SYSTEM LEAKS AT END OF YEAR SCHEDULED FOR REPAIR
2019	0	0	14	8	0
2018	2	1	20	4	0
2017	1	0	17	5	0
2016	1	1	11	4	0
2015	0	0	13	5	0

Annual Report - EFV

Operator	Year	Number of EFV's Installed This Calendar Year on Single Family Residential Services:	Estimated Number of EFV's in the system at the End of The Year:	Total Number of Services with EFV Installed During Year:	Estimated Number of Services with EFV In The System At The End of The Year:	* Total Number of Manual Service Line Shut-off Valves Installed During Year:	* Estimated Number of Services with Manual Service Line Shut-off Valves Installed in the System at End of Year:
City of Enumclaw	2020			232	1243	2	84
City of Enumclaw	2019			181	967	2	79
City of Enumclaw	2018			113	842	0	0
City of Enumclaw	2017	33	729			0	0
City of Enumclaw	2016	68	696				
City of Enumclaw	2015	100	628				
City of Enumclaw	2014	75	528				
City of Enumclaw	2013	28	453				
City of Enumclaw	2012	38	425				
City of Enumclaw	2011	56	387				
City of Enumclaw	2010	68	331				
TOT		466	4177	526	3052	4	163

Records, Procedures and Reports

Question #1.

Was the Annual Report reviewed for accuracy and trends? If any trends were discovered, please describe.

1. Result

Satisfactory

1. Notes

Submitted 2/5/21.

Part C equipment failure leaks have increased due to a more stringent definition of a leak. None of the 25 leaks were deemed hazardous.

Excavation damages are trending down.

No issues

Access to Complete Distribution Annual Report

Year	Operator	Report Submission Type	Miles of Main: TOTAL	Miles of Service	Number of Services: TOTAL
City of Enumclaw (6 Reports)					
2020	City of Enumclaw	INITIAL	114.4	74.98	4949
2019	City of Enumclaw	INITIAL	111.6	71.85	4742
2018	City of Enumclaw		102.28	68.02	4489

Access to Complete Transmission Annual Report

YEAR	Operator	Commodity Group	Total Total Miles
No reports found			

Year	Operator	Report Submission Type	Miles of Main: TOTAL	Miles of Service	Number of Services: TOTAL
2017	City of Enumclaw		98.6	65.47	4321
2016	City of Enumclaw	INITIAL	97.25	65.00	4290
2015	City of Enumclaw	INITIAL	95.87	64.33	4246

Damage Prevention Information

Annual Report Damage Prevention data

Year	Operator	Total Number of Excavation Damages By Apparent Root Cause:	One-Call Notification Practices Not Sufficient:	Locating Practices Not Sufficient:	Excavation Practices Not Sufficient:	Other:	Number of Excavation Tickets	Number of Services	Number of Hits Per 1,000 Ticket Requests	Number of Hits Per 10,000 Ticket Services	Number of Hits to Tickets
2019	City of Enumclaw	8	1	1	5	1	2002	4742	3.996003996004	16.870518768452	0.40%
2018	City of Enumclaw	5	0	1	4	0	1519	4489	3.2916392363397	11.138338159947	0.33%
2017	City of Enumclaw	5	1		3	1	711	4321	7.0323488045007	11.571395510299	0.70%
2016	City of Enumclaw	5	0	0	3	2	639	4290	7.8247261345853	11.655011655012	0.78%
2015	City of Enumclaw	5	0	0	3	2	664	4246	7.5301204819277	11.775788977862	0.75%

DIRT data on mismarks for prior year

Unable to display report. You do not have sufficient permission.

DIRT Timeliness - Prior Year Reports must be submitted within 45 days of the damage.

Unable to display report. You do not have sufficient permission.

Operator DIRT Reports

Click for DIRT Reports filed by Operator

Question #2.

Review the following damage prevention items:

Q2. Is the damage prevention information in the annual report complete?

http://yes

Q2.d Does the operator follow a process to evaluate the cause of "Locating practices not sufficient" category?

3

Q2.g. What is the number of damages resulting from mismarks?

1, individual was re-trained

Q2.j. Are mapping corrections timely and according to written procedures?

yes

2. Notes

Q2.b. Is the annual report damages root cause information complete and accurate?

yes

Q2.e. Is the operator or its contractor qualified and following procedures for locating and marking facilities?

yes

Q2.h. What is the number of damages resulting from not locating within the time requirements?

0

Q2.k. Does the operator follow a process to evaluate causes for damages listed "Excavation Practices Not Sufficient"?

yes

Q2.c. Does the operator have a process to evaluate the cause of "One-call notification practices not sufficient" category?

yes

Q2.f. Is the operator appropriately requalifying locators to address performance deficiencies?

yes

Q2.i. Is the operator appropriately addressing discovered mapping errors resulting in excavation damage?

yes

Q2.l. Is the operator appropriately focusing damage prevention education and training to address the causes of excavation damage?

yes

Question #3.

For transmission operators, has the operator submitted information to the NPMS database, along with changes made after the original submission?

3. Result

Not Applicable

3. Notes

Not a transmission operator.

Question #4

Were there any federally reportable incidents during the previous year? Are there any discernable trends to these incidents?

4. Results

Not Applicable

4. Notes

No federally reportable incidents

Q4: Federally reportable incidents

NotificationID	Street Address of event/incident	Company
1955		City of Enumclaw
2175		City of Enumclaw
2853	41531 Auburn Enumclaw Hwy	City of Enumclaw
3650	24030 SE 440th St.	City of Enumclaw

Question #5.

Review operator records of previous year's accidents and failures including reported third party damage and leak response. Is the operator ensuring appropriate evaluation and response as required in 192.617 (Gas) or 195.402 (HL) to determine cause of failure? Is the operator taking appropriate steps to minimize the possibility of reoccurrence?

5. Result

Satisfactory

5. Notes

Question #6.

Review incident reports for the previous year for accuracy and identify any trends. If any trends discovered please describe. (Please see list of incident data at end of this report)

6. Result

Not Applicable

6. Notes

No state reportable incidents in 2020.

Question #7.

Were there reportable or unreportable safety related conditions during the previous year? If yes please describe.

Q7: Report of SRCs

NotificationID	Company	Safety-Related Condition	SafetyRelatedConditionChoices	Reportable?	Date & Time of Incident	Company Notified Date	Report Date
No incident notifications found							

7. Result

Not Applicable

7. Notes

No SRCs in 2020

Question #8.

For transmission systems, were there any abnormal operating conditions (as described in 192.605 (c) or 195.402(d)) since the last annual review? If yes please describe.

8. Result

Not Applicable

8. Notes

Not a transmission operator

Question #9.

Is the O&M Manual up to date and were changes made in the previous year?

Operator Manuals on Sharepoint

9. Result

Satisfactory

9. Notes

Up to date. There have been changes, mostly clerical.

Chapter 5-A in the Enumclaw O&M manual was changed to reflect the new badge system by MEA. Enumclaw is using the MEA scannable OQ cards.

Question #10.

If changes to the O&M were made, are changes acceptable?

10. Result

Satisfactory

10. Notes**Question #11.**

Were emergency plans changed during the previous year?

11. Result

Not Applicable

11. Notes

No changes in 2020

Question #12.

Were any changes to emergency plans satisfactory?

12. Result

Not Applicable

12. Notes

No changes in 2020

Question #13

Were there changes to the Integrity Management programs (TIMP, DIMP or both, as applicable)?

13. Result

Not Applicable

13. Notes

No changes in 2020

Question #14.

Is the DIMP/TIMP up to date? What are the results of the operator's program review (effectiveness evaluation) (DIMP every 5 years)?

14. Result

Not Applicable

14. Notes

DIMP plan is up to date, next effectiveness evaluation is 2024

Question #15

Are IMP program changes acceptable?

15. Result

Not Applicable

15. Notes

No changes in 2020

Question #16

Was appropriate assessment/ repair work conducted during the past year? (monitor progress of IMP activities)

16. Results

Not Applicable

16. Notes

No, not a transmission operator

Question #17

Does the operator's HCA location data correspond to the positional data located in UTC GIS?

17. Results

Not Applicable

17. Notes

Not a transmission operator.

Question #18

What assessment work is planned for the upcoming year?

18. Results

Not Applicable

18. Notes

Not a transmission operator.

Question #19

Within the operator's DIMP, are low pressure systems evaluated for overpressure threats?

19. Results

Not Applicable

19. Notes

No low pressure

Question #20

Did the operator develop and follow specific procedures for low pressure system construction or maintenance projects? (Note: this question is revisited in greater detail in the ADB review section)

20. Results

Not Applicable

20. Notes

No low pressure

Question #21

Are plastic pipe and components that have shown a record of defects/leaks being mitigated through the DIMP plans?

21. Results

Not Applicable

21. Notes

None in 2020

Question #22

Has appropriate DIMP remediation work occurred during the past year? (monitor progress of DIMP activities)

22. Results

Satisfactory

22. Notes

Replacement/testing of steel services.

Removing farm taps

Question #23

What DIMP remediation work is anticipated for upcoming year?

23. Results

Satisfactory

23. Notes

Replacement/testing of steel services.

Removing farm taps

Question #24

Is the OQ program up to date? Were there changes to the Operator Qualification (OQ) program in the last year? If yes, please describe.

24. Results

Satisfactory

24. Notes

Chapter 5-A in the manual was changed to reflect the new badge system by MEA. OQ cards are now scannable.

Question #25

Are the OQ plan updates satisfactory?

25. Results

Satisfactory

25. Notes**Question #26**

Are personnel performing covered tasks (including contractors) properly qualified and requalified at intervals determined in the operator's plan?

26. Results

Satisfactory

26. Notes**Question #27**

Is the PA program up to date? And were there changes to the Public Awareness (PA) program within the last year?

27. Results

Not Applicable

27. Notes

No changes in 2020.

Question #28

Are changes to the PA program satisfactory?

28. Results

Not Applicable

28. Notes

No changes in 2020.

Question #29

Is the CRM program up to date? And were there changes to the Control Room Management (CRM) program within the last year?

29. Results

Not Applicable

29. Notes

No control room

Question #30

Are the CRM program changes satisfactory?

30. Results

Not Applicable

30. Notes

No control room

Question #31

Is the operator developing and implementing an API 1173 Safety Management System?

31. Results

Not Applicable

31. Notes

No SMS

Question #32

Are inspection units broken down appropriately? Do you recommend any changes to inspection units?

32. Results

Not Applicable

32. Notes

City of Enumclaw is the only unit in City of Enumclaw

Question #33

For informational purposes: Using the drop down selections available in the "Results" block, indicate whether the operator's web page contains the information listed by placing a check in the box adjacent to all items that are present.

Q32: List of current inspection units

City of Enumclaw

33. Results

Q33.B Damage Prevention ; Q33.D How to get additional information ; Q33.F On Call Requirements ; Q33.G Potential Hazards ; Q33.H Prevention Measures ; Q33.I Leak/Damage Recognition ; Q33.M Emergency Preparedness

33.

Notes

Question #34

Is there potential for damage to the operator's pipeline facilities caused by flooding, river scour, or channel migration?

34. Results

NO

34. Notes

Incident Reports for Prior Year

Q6: Incident Reports

NotificationID	Inspector	Company	Street Address of event/incident	Date & Time of Incident	Is 30-Day Report Received?	Reporting Level
3650	Darren Tinnerstet	City of Enumclaw	24030 SE 440th St.	03-24-2020 06:15 AM	<input type="checkbox"/>	Non-Reportable

ADB 2019-012

ADB 2019-01: Flood Mitigation