

SunLand Water District

Board of Commissioners Meeting

August 12, 2014

9:00 AM

- I. The meeting was called to order at 9:00 AM by President Pepper Putnam. In attendance were Albert Friess, Jim Larison, Mike Langley, Celeste Lilley and guests Jim Gross and Marty Harper from BHC Consultants.
- II. Minutes of the July 8th and July 17th meetings were approved.
- III. The financial report was approved. Celeste stated that income appeared to be on target. SWD has expended over \$336,000 in construction costs since September 2011, which should be enough to cover the 15% match required for the Public Works loan.
- IV. Jim Gross explained a third change order requested by Ceccanti, Inc. Apparently, the contractor misread the construction documents and didn't include the proper amount of fill required for the lagoon in their bid. Ceccanti's change order price was \$13,272.28. BHC's position was that the specs were clear, but to keep a good working relationship SWD could offer half that amount. Change orders for the project are still under 1% of the contract amount. Mr. Larison made a motion to approve offering 50% of the requested amount, providing a letter is sent from BHC stating that we disagree with the claim. Mr. Friess seconded the motion, which carried. BHC and Mike Langley will also remind them that a construction schedule must be provided.

The first change order had to do with the control vault not being large enough for the amount of equipment intended for it. Ceccanti had intended to expand the vault, but found that the original vault was not built to specifications for its intended use. The second change order was to replace it.

The next steps in the construction project are to install the liner and two pump stations. BHC felt that the building permit would be issued by the county soon.

- V. The manager's report was reviewed and is appended to these minutes.
- VI. Old Business:
 - a. The Board discussed the situation with Joe Dominczyk of Engineering Consultants Northwest. He still has not delivered the Operations and Maintenance Manual he was paid to finish. Mr. Langley was instructed to call him one last time and let him know the Board intends to file suit for the total amount plus damages and have him declared unprofessional.
 - b. The Board revisited the plans for 2014 discussed in the August 17th meeting. Celeste stated that she has provided Vision Municipal Solutions a vendor listing and copies of petty cash checks. She is trying to work with Clallam County to set up SWD's BARS coding so that water and sewer expenses can be tracked separately.

- c. Discussion was held regarding the meter setter program. The program is behind schedule due to involvement with multiplex dwellings, and finding different situations at each location. It was suggested that all water metered in a Division could be added together and the cost split evenly between Division residents. SWD is unsure how this would affect those who aren't here year-round.
 - d. Mr. Putnam reported that he had met with Paul Haines and Pete Tjomsland of the City of Sequim. Mr. Haines is leaving employment with the city. Apparently, Carlsborg will be paying less to the city for handling its sludge than SunLand currently is. SWD's contract may need to be revisited. On another note, Sequim is interested in SunLand's reclaimed water for aquifer recharge and mitigation for future growth. Mr. Haines' departure may interrupt negotiations of these subjects.
 - e. Mr. Langley distributed to the Board a proposed employee vacation schedule, fashioned from WASWD's plan. This will be discussed at a later date.
- VII. Checks and vouchers approved by signature.
- VIII. The meeting adjourned at 10:50 a.m.