

Board of Commissioners Meeting
October 8, 2013

- I. The meeting was called to order at 9:03 a.m. by Pepper Putnam, President. In attendance were Albert Friess, Jim Larison, Mike Langley, and Celeste Lilley.
- II. The minutes of the September 10th, 20th and 25th meetings were approved.
- III. The financial report was discussed and approved.
- A. There was discussion regarding the need for billing and receivables to be separate from SunLand Owners Association's. This will be accomplished by September 30, 2014, prior to the 2015 billing cycle. Billing software will be evaluated in early 2014.
- B. A second draft of the 2014 budget was amended and distributed for commissioner review. Mr. Larison made a motion that the Board would either question or approve the budget by October 15th. Motion seconded and carried.
- IV. The manager's report was reviewed and will be appended to these minutes.
- A. The back up generator at the upper reservoir is now in operation.
- B. The advertisement for bids for the lagoon disposal project will be advertised this week, with bids due by November 8th.
- V. Old Business
- A. Long Range Planning – Water Meters
- Mr. Friess had made an attempt to gather information from similar small districts with few results. SWD has a fairly unique situation.
 - Mr. Larison stated that Sequim personnel discouraged the use of inexpensive analogue meters because they malfunction and must be replaced frequently. He also stated that Sequim will evaluate whether SWD could utilize Sequim's services for meter reading.
 - Mr. Langley noted that broadcast meters must be read monthly or they will "search" for a place to dump information.
- B. An appraisal of the value of the spray field had been received.
- VI. New Business
- A. Enlisting the services of a new CPA was discussed. Cost estimates will be garnered.
- B. There was discussion regarding possible installation of output meters and/or intrusion alarms at the reservoir sites. A radio telemetry system currently notifies district personnel of power outages. Mr. Langley will look into the costs for these systems.

- C. A consumer education program was discussed. SWD will continue to put information into the SLOA quarterly bulletin, and sent along with billing in the future.
- VII. Checks and vouchers were approved by signature.
- VIII. The meeting adjourned at 11:00 a.m.

Respectfully submitted,

Albert Friess, Secretary