

SunLand Water District

Board of Commissioners Meeting of August 8, 2017 MINUTES

Purpose

Regular Meeting

1. **Call to Order:** 8:25 a.m. in our new office at 5763 Woodcock Road.
Attendees: Commissioners Putnam and Larison; Mike Langley, Manager; Karen Shay, Bookkeeper, Judy Gamble, Office Administrator, and visitors, SunLand Division 17 president Gary Fortmann, Mr. and Mrs. Colburn and Mr. and Mrs. Berger.
2. **Minutes:** The minutes of the July 11, 2017 regular meeting were approved as presented, having been corrected previous to the meeting.
3. **Financial Report:** Karen Shay presented the financial reports through 7/31/17. It was mentioned that the State Audit will take place in the November 2017 timeframe. Karen Shay estimates that, based on expected income and expenses for the balance of the year, SWD will probably finish 2017 under budget.”
4. **Manager’s Report:** District Manager, Michael Langley, presented his report which is appended to and is part of the official minutes.
5. **Old Business:**
 - a. **Customer Online Access** – Karen Shay
It has been determined that the cost of providing customer access to their account online and being able to make payments online appears to be too much to be absorbed by the District at this time. Investigation will continue.
 - b. **New Office:** The contractor has been paid in full. There are four minor items remaining for adjustment. The new WAVE communication systems is installed and seems to be working well. Security systems are being researched. We are comparing ADT and High Tech Fire & Security services, as well as NW Security and will make a decision on which service best suits our needs.
 - c. **Status of Meter/Meter Setter Installation:** Basically complete. The last small number of installations will be completed in the next few months.
 - d. **Billing for Meter Setters** – Judy stated that several invoices for previously unbilled meter setter installations have been sent out and payments are starting to come in.
 - e. **Meter Reading/Data Processing:** Meter reading hardware and software is now set up in the new office and we will shortly start reading the meters and evaluating the data

6. New Business:

Request for Policy Variance: Mr. and Mrs. Berger, owners of the home at 191 Cascadia, recently destroyed by fire, requested that the Commissioners waive District Policy (per Resolution #96 of March 13, 2012) which states that *“Fees for water and sewer service will commence at the time of connection/inspection by the District and continue regardless of occupancy.”* Pepper explained that the policy could not be waived. Granted that it is a different situation, but we have similar circumstances when several residents (i.e, “Snowbirds”) leave their homes for some months every year, but still have to pay for water and sewer services. The services are available and maintained, whether used or not.

Mr. and Mrs. Colburn, owners of 201 Cascadia which suffered major damage due to fire and smoke, stated the contractor to rebuild the units has not been hired as yet and there was to be a meeting that afternoon with Division 17 leadership, insurance people and other concerned parties to discuss the situation. Mrs. Colburn asked if the SWD would agree to divert the cost of water and sewer service during the time of construction/reconstruction to the contractor if such contractor would assume these costs as part of their contract. If that is not possible, would the SWD agree to a “stand-by fee” of lower costs during this period of time?

Commissioners Putnam and Larison stated they were empathetic to the homeowners’ situation and would accept payment from the contractor, insurance company, or any other party. This would not, however, relieve the homeowner of responsibility for the account. At the present time, the SWD does not have a policy with regard to a “stand-by fee”. The homeowners said they would get back to the SWD after their meeting.

Resignation: President Putnam stated that, as of today, he is resigning as President of the Board of Commissioners and recommends that Jim Larison be appointed President effective immediately. A quorum of two commissioners being present to approve the change, Jim Larison is now President of the SWD Board of Commissioners.

- 7. Checks & Vouchers:** – Karen presented a vendor payment voucher (\$22,565.33) and Judy presented a transfer check (\$45,460.31) for signature which will be submitted to the County. All documents were signed by Commissioners Putnam and Larison.

Adjournment: The meeting was adjourned at 9:35 a.m.

Respectfully submitted,
Judy Gamble
Office Administrator