

SunLand Water District

Board of Commissioners Meeting of July 18, 2023

MINUTES

Purpose: Regular Meeting

1. Call to order: 9:00 AM

Attendees: Commissioners Larison, Frank and Fortmann, Tim Berger, interim district manager, Judy Gamble, office administrator, Karen Shay, bookkeeper, Scott Garner, and visitor John Lewis, 2023 Election SWD Board of Commissioners candidate.

2. Minutes: It was M/S/P to approve the minutes of the regular meeting of June 20, 2023 (Moved by G. Fortmann and seconded by A. Frank.)

3. Public Comment Period: n/a

4. Financial Report: Karen Shay presented and reviewed the June financial reports. YTD revenue is 81.2% of the total budget. Capital expenditures were discussed.

5. Manager's Report: The monthly report, written by Scott Garner, will be appended to the official meeting minutes. Highlights include:

- a. Rich hauled 19,600 gallons of sludge to Sequim @ 2.78%.
- b. The irrigation field harvest yielded 32 tons of hay.
- c. The next total water meter read will be the first week of August.
- d. Multiple digs are in progress throughout SunLand.
- e. A water line break under the drive at 141 Cascadia was repaired. Driveway repair is pending.
- f. A new 1" base rate meter is being installed, with Division 16 approval, for monitoring irrigation of the island at the end of Foursome Drive.
- g. A 3-day leak detection by Hydrevo is coming up soon with "meter to meter emphasis" instead of mainline emphasis the last time around.
- h. The water level in both wells shows a slight increase.
- i. Water loss was 9% for the month of June. Staff continue to look for leaks and bad meters.
- j. Two leaking drinking water fountains on the golf courses were located. The SGCC decided to cap them off rather than repair and install meters.
- k. Staff tested the new sewer camera and the new locator and both work as expected.
- l. All routine maintenance on sewer lift stations has been completed, including bypass tests.
- m. Rocky took monthly samples to the county lab last week and all passed.
- n. SWD Staff are preparing for the Dept. of Health's Sanitary Survey scheduled for July 21st.
- o. SWD office staff provided field techs with sewer prints for San Juan Road in preparation for PUD power line replacement.
- p. Staff continue to perform digs, and exploratory digs for unmetered water.
- q. Several water meter location changes are planned after completion of the Sanitary Survey and leak detection project.
- r. The owner's landscaper at a new home relocated SWD's meter to a depth of about 4 ft. in the ground, making it inaccessible and violating District policy. The owner was notified and agreed to be billed for SWD time and material to restore access.

6. Old Business

- a. Website – All
Postings are up to date.
- b. Small Water System Plan Update – All
Tim Berger has reviewed what Brian has prepared to date.
- c. Resolution 142 Unresolved Residential/HOA Water Leaks – Karen Shay
Approval postponed until the August meeting.

7. New Business

- a. Repair of Water Leak on Cascadia Loop in Division 17 – Jim Larison
The Board agreed the SWD will repair the leak at no cost to the HOA or homeowner.
 - b. Leak Detection @SLOA Pool – Karen Shay
The SWD has been monitoring an apparent leak at the SLOA pool for the past three years. The leak amounts to losing 24-75 gallons of water per hour, 24 hours a day. SLOA personnel have tried to find the leak without success. Judy will draft a letter to SLOA for Jim Larison's signature to advise them that the cause of the leak must be found. The SWD will offer to have our outside leak detection company investigate the pool area on his upcoming visit.
 - c. Mission Statement – Judy Gambled
There are currently two or more versions of the SWD's Mission Statement. It will be reviewed at the next meeting.
 - d. Eco Blocks and Bedding Material – Scott Garner
The Board authorized Scott Garner to buy the sand, crushed gravel and split shot emergency bedding material and Eco Blocks for storage. Materials will be kept at the WRF.
- 8. Request for Waiver of Late Charges and/or Alternate Payment Plans – Judy Gamble**
None have been submitted. Judy reported that many residents have not paid for their 3rd quarter services.
- 9. Checks and Vouchers – The payroll summary for May with detail, a transfer check and a vendor payment voucher were signed by the Commissioners.**
- 10. Adjournment – M/S/P to adjourn the meeting at 9:57 a.m. (Moved by G. Fortmann and seconded by A. Frank.)**

NEXT REGULAR BOARD MEETING WILL BE TUESDAY, AUGUST 15, 2023 AT 9 A.M

Respectfully submitted.


Judy Gamble, Office Administrator

Approved: 15 August 2023


Jim Larison, President


Al Frank, Commissioner


Gary F. Fortmann, Secretary