

SunLand Water District

Board of Commissioners Meeting of December 19, 2023

MINUTES

Purpose: Regular Meeting

1. Call to order: 9:00 AM

Attendees: Commissioners Larison, Fortmann and Frank, Tim Berger, Judy Gamble, Karen Shay, and visitor John Lewis, (Elected to SWD Board of Commissioners eff. Jan. 2024).

2. Minutes: It was M/S/P to approve the minutes of the special meeting of November 14, 2023. (Moved by G. Fortmann and seconded by A. Frank.)

3. Public Comment Period: n/a

4. Financial Report: Karen Shay presented, and the Board reviewed the most current financial report. YTD revenue is 103% of the total budget due to Q4 payments, late charges processed, and County interest booked.

5. Manager's Report: The monthly District Manager's report will be appended to the official meeting minutes.

Highlights include:

- a. Willy and rich replaced UPS (Uninterrupted Power Supply) units at the WRF on 11/30/23.
- b. The crew have started to work on identifying water service lines throughout SunLand. Part of the lead/galvanized service line inventory required by the DOH needs to be completed by October 16, 2024.
- c. The fire hydrant project will not proceed due to the fact the pipe's sidewall integrity would be jeopardized when removing a 6-inch core plug and possibly damaging our 6-inch distribution main. The district manager will contact the Jamestown tribe regarding their plans for the new water system across Woodcock and whether they might be planning to install hydrants close to Woodcock Road.
- d. Ben Majors for the DOH will be here Thursday January 18th to go over the Small Water System Plan progress and critique.
- e. Precision Tree Service trimmed back branches hanging on low voltage power lines on 12/11/23. They also dropped three trees on the east side of the fuel storage building that were damaging the foundation and dropped one dead tree between the upper reservoir and a resident's home.
- f. A resident on Hurricane Ridge Drive has a considerable leak inside of the home, possibly from a bad toilet flapper valve. Resident has been unresponsive to SWD requests to repair the leak. An email was sent out on 12/11/23.
- g. Water loss for the month remained at 4%.
- h. Staff are testing the Zenner ¾" residential meter at 126-B Hilltop Drive. So far it is performing well.
- i. Quotes for epoxying the upper reservoir are starting to come in.

6. Old Business

a. Website – All

John Lewis' information will be posted this month.

b. Small Water System Management Plan – All

Staff continue to work on the plan. A DOH representative will visit on January 18th to review our progress.

c. Fire Hydrant – Tim Berger
See comments under Manager’s Report (5-c).

d. Update to Resolution 121 Employee Manual – Karen Shay (Postponed to January meeting)

7. New Business

It was M/S/P to approve Resolution 145 in appreciation of Gary Fortmann’s six years of service to the District. (Moved by A. Frank, seconded by J. Larison.)

8. Request for Waiver of Late Charges and/or Alternate Payment Plans – Judy Gamble
None submitted.

9. Checks and Vouchers - The payroll summary for November with detail, a transfer check, and a vendor payment voucher were signed by the Commissioners.

10. Administration of the Oath of Office to John Lewis as Commissioner of the Board

John Lewis was duly sworn in by Judy Gamble, Notary Public, and will begin his duties as Commissioner of the SunLand Water District Board effective January 1, 2024.


11. Adjournment – M/S/P to adjourn the meeting at 9:50 a.m. (Moved by G. Fortmann and seconded by A. Frank)

NEXT REGULAR BOARD MEETING WILL BE TUESDAY, JANUARY 16, 2024 AT 9 A.M

Respectfully submitted.


Judy Gamble, Office Administrator

Approved 16 January 2024


Jim Larison, President


John Lewis, Commissioner


Al Frank, Commissioner