

# SunLand Water District

## Board of Commissioners Meeting of June 18, 2024

### MINUTES

Purpose: Regular Meeting

**1. Call to Order:** 9:00 AM

Attendees: Commissioners Larison, Frank, and Lewis; Tim Berger, Judy Gamble, Karen Shay and Rocky Burbank

**2. Minutes:** It was M/S/P to approve the minutes of the meeting of May 21, 2024. (Moved by A. Frank and seconded by J. Lewis.)

**3. Public Comment Period:** n/a

**4. Financial Report:** The Board reviewed the May 2024 financial report presented by Karen Shay. Overall, revenue and expense are on track with the budget. All active customer accounts are paid through second quarter.

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

Highlights include:

- a. The WRF passed all performance evaluation tests including coliform, turbidity, BOD, dissolved oxygen, pH, residue solids on 5/21/24. Thanks to Willy, rich and Pat for operating the plant at such a high level..
- b. Met with Hi Tech Security on 6/3/24 to review price quotes for cameras and the control room security system. Total project costs will be \$4,262.55. Installation will be scheduled upon receipt of component parts.
- c. Johnson Electric planning to install the electrical control panel for the new Fawnwood Lift Station on Thursday, 6/20/24.
- d. Considering the addition of an electric gate controller for the WRF front gate to make it easier to open & close.
- e. Willy reported that Denny from Secord Excavation declined to bid on site preparation for the new building..
- f. The water team completed potholing of the fire hydrant on Sunland Drive/Sunset Place. The hydrant was replaced by C&J Excavating on 6/14/24.
- g. The lead/galvanized service line identification program was completed and sent to DOH on 6i/3/24.
- h. The District Manager met with Ian Jones from Jamestown Water/Sewer regarding development plants across from SWD headquarters on Woodcock.
- i. Will begin once weekly turbidity and pH sample tests from each reservoir starting 7-1-24 – 8/1/24.
- j. We have an interlocal agreement with the City of Sequim for processing SunLand biosolids. John Christianson, Sequim Utilities Manager, is working on providing support for other projects.
- k. Looking at the pros and cons of a portable vacuum excavator vs. the mini excavator.
- l. Water loss for the month of May was only 2%, down from 7%.

**6. Old Business**

a. Website – All

The website is up to date.

b. Small Water System Management Plan – All

Staff continue to work on the plan.

**7. New Business**

a. Irrigation Problems – Jim Larison/John Lewis

There was a lengthy discussion regarding excessive water use in SunLand for irrigation, particularly in Division 17 where water usage is 60 gallons/day higher than the overall SunLand average. Rocky Burbank briefed the Board on what he has encountered in the field and his interaction with HOA landscapers regarding the problem. The Board is elevating this issue to a high level to (1) identify the extent of the problem of excess watering and (2) produce solutions to reduce wear and tear on the system, reduce utility costs and, most importantly, conserve water. Commissioner Lewis suggested a work group be formed to consider all recommendations to reduce excessive water use in SunLand. Karen will pull data on high users and forward it to the Commissioners.

**8. Request for Waiver of Late Charges and/or Alternate Payment Plans – Judy Gamble**

No requests were received.

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

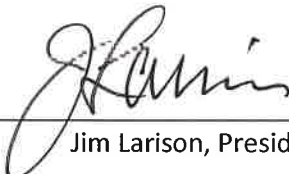
**10. Adjournment M/S/P to adjourn the meeting at 11:03 a.m. (Moved by A. Frank and seconded by J. Lewis)**

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

Respectfully submitted.

  
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Judy Gamble, Office Administrator

Approved 16 July 2024

  
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Jim Larison, President

  
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John Lewis, Commissioner

  
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Al Frank, Commissioner