

SunLand Water District

Board of Commissioners Meeting of May 20, 2025

MINUTES

Purpose: Regular Meeting

1. Call to Order: 9:00 AM

Attendees: Commissioners Larison, Frank, and Lewis; District Manager Tim Berger, Judy Gamble, and Karen Shay

2. Minutes: It was M/S/P to approve the minutes of the meeting of April 15, 2025. (Moved by A. Frank and seconded by J. Lewis.)

3. Public Comment Period: N/A

4. Financial Report: The Board reviewed the 2025 April financial report presented by Karen Shay. By the end of April, we had received 72% of our budgeted 2025 water and sewer revenue.

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

Water Reclamation Facility

- 4/14/25 – Rich working on annual lab certification required by DOE. It is a 2-week process.
- Willy is working with Zenovic Engineering of Port Angeles on new building retaining wall specifics. Sounds like ecology blocks will probably work fine.
- Willy is working out the details for installing a second plug valve.
- Dalton from Vision resolved the Internet issues.

Water

- 4/16/25 – The water team is working on the annual valve exercise and hydrant flush program throughout the district. (Completed 5/3/25.)
- 4/23/25 – 4:13 PM - Received a common alarm from the upper reservoir stating all 3 pumps were running which indicated a malfunction. First thought it was a water mainline break. Scott and Joe found the generator running 1 pump and no power at the reservoir. PUD called in and worked on transformer at Taylor and Fairway Dr. Service was restored at 5:25 PM.
- 4/28/25 – Rocky is working on gathering components needed to supply water to the public in the case of a major supply disruption (totes, pumps, hoses). Working with John Anzalotti from CERT4 getting all the details worked out on how they will assist.
- 4/29/25 – Remaining two upper reservoir cells were disinfected and put online. All cells in both reservoirs are in service.
- Water loss for the month was 10%. During this month's meter reads, Joe found a large leak on the influent side of the meter setter at 150 Madigan Pl. which was not metered. YTD water consumption through April is down 862,000 gallons from 2024.

- Low water pressure complaint by Howard Harrow at 122 Hogans Vista. After extensive pressure readings and hydrant pressure testing, customer is very satisfied with the Sunland water staff, naming Karen, Judy, and Rocky for resolving his water pressure issue. He is not happy, however, with test results and plans to install a residential booster pump.
- 5/14/25 – Water team installed a new sprinkler meter/box and a setter/box at 133-B Hilltop Dr. *Tim described that, due to the sprinkler controls and box being located upstream of the residential meter and not metered in the front yard, the water used has not been recorded, thus adding to our lost water percentage. As the State’s Water Use Efficiency Rule requires all water use must be metered and reported, this situation had to be corrected. SWD staff plumbed in a new meter setter and meter to record the water flow going to the sprinklers. Tim will advise Division 7 of the cost of parts for this installation and the additional issue of three other similar locations where sprinkler water has not been measured due to inaccessible meters. The options for Division 7 are to pay for the cost of new meters and parts for all four sites and to add the four to their yearly invoices for irrigation connections, or to shut off these systems, cap the lines, and manually water these areas. The Board agreed not to charge Division 7 for SWD labor for 133-B or for the labor to install new meters at the other three locations should they decide to go that route.*
- 5/20/25 – Report/discussion on asbestos cement pipe testing. *Tim reported that his investigation, and talking with other districts, revealed that the \$20K expense of testing a section of asbestos cement pipe is prohibitive.*
- Interviews for the Apprentice job are scheduled for next week. We have at least 3 candidates.

6. Old Business

- a. Update of Resolution 122 Financial Policy – Karen Shay
It was M/S/P (moved by A. Frank and seconded by J. Lewis) to approve amended Resolution 122.
- b. April 29th Public Forum – All
 The Forum was attended by 35 residents who were given the opportunity to participate in setting the District’s Water Use Efficiency goal for the District which is to “reduce average SWD water usage by 1% over 5 years”. This represents an 5-year reduction of 638,328 gallons. The District will pursue reaching the goal by monthly meter readings, leak detection, continued education and email reminders to our customers. Tim Berger submitted the WUE Report with our new goal to the State Department of Health on April 30, 2025.

7. New Business

Customer Concern Re Aquifer Depletion – Jim Larison

President Jim Larison received a telephone call from a customer concerning the possibility of aquifer depletion due to increased water usage by new residents and the Jamestown S’Klallam Tribe’s activities. The concerns expressed were discussed, although the SunLand Board of Commissioners does not possess authority to affect aquifer management, which is the responsibility of the Washington State Department of Natural Resources. Commissioner John Lewis noted that we recently learned from a Washington State hydrogeologist that the aquifers, from which our two wells draw water, feeds from the north slope of the Olympic Mountains and will have sufficient supply to accommodate SunLand for the foreseeable future. Jim will respond to the customer accordingly.

8. **Checks and Vouchers** - The payroll summary for April with detail, a transfer check and a voucher were signed by the Commissioners.

9. Adjournment

M/S/P to adjourn the meeting at 10:17 a.m. (Moved by A. Frank and seconded by J. Lewis)

NEXT REGULAR BOARD MEETING WILL BE TUESDAY, JUNE 17, 2025 AT 9 A.M

Respectfully submitted.



Judy Gamble, Office Administrator

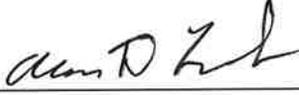
Approved 17 June 2025



Jim Larison, President



John Lewis, Commissioner



Al Frank, Secretary