

SunLand Water District

Board of Commissioners Meeting of September 15 2025

MINUTES

Purpose: Regular Meeting

1. Call to Order: 9:00 AM

Attendees: Commissioners Larison, and Lewis; District Manager Tim Berger, Judy Gamble, and Karen Shay and resident guest Gary Jubien. Commissioner Frank is on vacation.

2. Minutes: It was M/S/P to approve the minutes of both the meeting of August 19, 2025 and the Special Meeting of August 27, 2025. (Moved by J. Lewis and seconded by J. Larison.)

3. Public Comment Period: N/A

4. Financial Report: The Board reviewed the 2025 August financial report presented by Karen Shay. By the end of August, we had received 85% of our budgeted 2025 water and sewer revenue and expended 63% of the budget.

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

Water Reclamation Facility

- Congratulations to the WRF team for outstanding plant operations for the year 2024 from DOE. The SunLand plant was near the top out of +300 treatment plants statewide.
- 8/26/25 – Willy, Rich and Pat cleaned the spray field water basin.
- Working on 2026 budget items.
- Underground conduits are in place for the new building.
- Permits for the new building should be completed within 2 weeks, per Katherine at PermaBilt.

Water

- The SunLand Water District was the winner of the Evergreen Rural Water of Washington "Best Tasting Water in Washington" at the 2025 Fall Conference & Tradeshow in Kennewick, WA. The Lower Reservoir placed #1 and the Upper Reservoir placed #2. Now off to compete nationwide in the Great American Water Taste Test at the National Convention to be held in Washington D.C. in February 2026.
- The water crew removed large tree roots from 3 of 5 separate locations in Division 17 as service lines were close to being compromised.
- 08/25/25 – 08/28/25 Rocky Burbank and Joe Beeson attended the Washington Rural Water Fall Conference in the Tri Cities. David Gardner concurrently attended apprenticeship training.
- Scott Garner and Joe Beeson are working on raising meter boxes that are too low.

- 9/4/25 – John Anzalotti and 16 CERT Team 4 members were onsite at the SWD for emergency water distribution training at the lower reservoir.
It was remarked by Commissioner John Lewis, who attended the CERT training, that SWD water operator Rocky Burbank did an excellent professional job in explaining our system and answering questions from the group of 17 in attendance.
- The staff are working on 2026 budget items.
- All ten (10) downed trees at the Upper Reservoir were removed and the reservoir perimeter cleaned.
- A Reciprocal Maintenance Agreement with the City of Sequim is now in place.
- 09/02/25 – Rocky is working on a customer-reported service line leak (our side of the meter) at 135 Sunrise View. Water loss was estimated at 8-10 gallons per minute (13,000 gallons per day). The roots of a large tree which had been planted directly over our service line caused the break. A temporary bypass repair was made to stop the leak. The District is working with all involved parties regarding a permanent solution.
- Water loss for the month was 7%, probably due to the leak on Sunrise View Drive.

6. Old Business

Update on District Manager Position – Tim Berger

Robert Whalen has signed the employment agreement and will come onboard December 1st.

7. New Business

Water Mainline & Service Line Vulnerabilities – Tim Berger

In the past month, our distribution operators have identified numerous issues with trees and roots encroaching and potentially damaging water service lines and main water supply lines. A recent major 13,000-gallon-per-day water leak on Sunrise View was caused by a mature tree being planted directly over service lines in the homeowners' easement resulting in a root severing the line.

The Board discussed the overall situation with tree roots endangering water and sewer lines throughout SunLand. It was noted they also endanger other utility lines such as power and cable service. A great many trees are located in easements close to the road directly over utility lines that had been in place long before the trees were planted.

The District may add to an existing policy or create a separate policy to more clearly prohibit tree placement over utility lines. Tim believes the district should not be liable for damages to our infrastructure and feels the SWD should be charging for clearing easements to protect utility lines.

It was recommended by Commissioner John Lewis that Tim set up a meeting with the PUD district manager, and possibly an Astound/WAVE cable representative, to discuss the problem with SWD staff and commissioners to coordinate our efforts to find a solution.

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

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

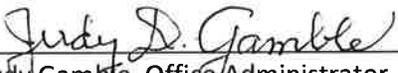
No requests this month.

9. Adjournment

M/S/P to adjourn the meeting at 10:00 a.m. (Moved by J. Lewis and seconded by J. Larison)

NEXT REGULAR BOARD MEETING WILL BE , OCTOBER 21, 2025 AT 9 A.M

Respectfully submitted.



Judy Gamble, Office Administrator

Approved 21 October 2025



Jim Larison, President



John Lewis, Commissioner



Al Frank, Secretary