

SunLand Water District
Board of Commissioners
Meeting of January 20, 2026

MINUTES

Purpose: Regular Meeting

1. **Call to Order:** 9:00 am
Attendees: Commissioners, Frank, Jubien and Lewis; District Manager Robert Whalen, Karen Shay and Judy Gamble. Commissioner Gary Jubien attended via Zoom.
2. **Minutes: It was M/S/P to approve the meeting minutes from December 16, 2025. Moved by John Lewis and seconded by G. Jubien.**
3. **Public Comment Period:** N/A
4. **Financial Report:** The Board reviewed the current financial report presented by Karen Shay.
5. **Manager's Report:** The monthly District Manager's report will be appended to the official meeting minutes. Highlights include:

Water Reclamation Facility

- New storage building almost complete, with the exception of the front apron. Should happen once the rain slows down.
- 1/6/26 Angeles Electric was out to quote electrical work for the new building.
- 12/11/25 – Robert Whalen met with John Christiansen from the City of Sequim working out a basic framework for an ILA agreement for both water and waste treatment. He will present to the City's legal team for approval before moving to the next step.
- 1/13/26 – Reached out to John with the City of Sequim. He has been really busy and has not had a lot of time to put towards working on the agreement, but he reassured that the City of Sequim would help in the base of an emergency.

Water

- 152 Hilltop Drive sample station was removed from service after unsatisfactory samples in December. Sample location was moved to 133 Foursome Drive.
- Will start working on grinding off rust spots and then applying new epoxy on lower reservoir booster pump skid.
- Crew scheduled and executed a planned water outage at the end of Hilltop Drive to replace a 2" meter valve that was failing to shut down all the way. Water was off for about 1-1/2 hours.

- Have been in contact with Ed Mola about upper reservoir pump replacement, just waiting to hear back on a start date in February. We will do our yearly cleaning of the reservoir at this time.
- Crew is working on a priming system for the Fawnwood Lift Station while we will still try and work towards the possibility of an emergency generator.
- Robert has been working on putting Lift Station Daily logs into an excel spreadsheet, trying to bring data collection into a digital state and will continue to daily well/reservoir/pressure booster stations once completed. These will be located on the shared drive for all to see
- Water loss for the month was 11%, up from 9% last month.

6. Old Business

- Website – All – New 2026 information has been put on the website. New biographic information is being updated. The webmaster wants new photos of Al and John and we need photos of Robert and David. Jim Larison will be asked to take new headshots of these four.
- Small Water System Plan Update – Robert Whalen
Commissioners requested to have a goal date for completion of the plan at the next meeting.

7. New Business

- Roof Replacement/Repair at WRF and Barn – Al Frank/Robert Whalen
The bid from Nail It was reviewed. **It was M/S/P (moved by J. Lewis and seconded by G. Jubien) to accept the Nail It contract in the amount of \$25,516.90 contingent on compliance with license, insurance being up to date, L & I requirements being met, and willingness to adhere to safety protocol.**
- Diamond Maps – Robert Whalen
A GIS locating system for pipes and valves was reviewed by Robert for purchase consideration. Price is \$2300 to \$2500 to install and \$600 per year to maintain.
- Appreciation of Tim Berger – Al Frank
Tim Berger's accomplishments during the 2-1/2 years he served as District Manager were noted on a appreciation certificate signed by the Board and presented to Tim on January 15th.

8. **Checks and Vouchers** – The December payroll summary, transfer check, and voucher were signed by the Commissioners.

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

10. **Adjournment** – M/S/P to adjourn the meeting at 10:00 am. Moved by J Lewis and seconded by G. Jubien.

NEXT REGULAR BOARD MEETING WILL BE HELD FEBRUARY 17 , 2026, AT 9 AM.

Respectfully submitted,

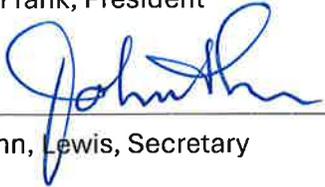


Judy Gamble, Office Administrator

Approved 17 February 2026



Al Frank, President



John, Lewis, Secretary



Gary Jubien, Commissioner