SunLand Water District

Board of Commissioners

Meeting of October 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 and guest John Leibel

2. **Minutes: It was M/S/P to approve the meeting minutes from September 15, 2026. Moved by J. Lewis and seconded by G. Jubien**.

3. **Public Comment Period:** Mr. Leibel came to talk about the judgements and liens against 100 Sunland Drive as he wants to sell the property but must pay the fees. He doesn't think he should have to pay all of the fees. Commissioner Frank stated that the Board cannot reduce the amount of the authorized liens as it would be taking public money which is unlawful. He apologized to Mr. Leibel but stated the Board could do nothing to help him reduce the legal amount owed to the District from the former owner.

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

   - Final cutting of the spray field has concluded, producing 85 tons of silage.
   - Crew worked hard, with the help of ERWOW (Evergreen Rual Water of Washington), to smoke test the sewer collections system on the South side of Taylor Blvd. We will smoke test the North side of Taylor in late October
   - Crews removed a root ball from the end of the sewer line on 11th Court in preparation of possible new build on empty lot on Vancouver Pl.
   - City of Sequim videoed sewer line from Emerald Drive along the #7 and #8 Fairways. Pipe integrity looks good.
   - Rocky removed a root blockage from manhole #64, behind 131 Emerald. Resident called and said they were having a sewer backup issue in their house.

Water

- Crew repaired a service line at 241 Mt. Baker. Estimated water loss of 6,306 gallons. SWD was aware of leak on 9/17, leak was fixed 9/22.
- Crew repaired a service line at 102 Northwestern Pl. This one is the 3rd repair on this service line. SWD will schedule a time to make a permanent repair. Estimated water loss of 3,000 gallons. SWD was aware of leak on 9/23, leak was fixed on 9/24
- Crew repaired a service line at 241 Cascadia Loop estimated water loss of 6,306 gallons. SWD was aware of leak on 10/9; leak was fixed on 10/14.
- SWD purchased a new fleet vehicle, a 2022 Chevrolet 1500 4x4.
- Drained one cell in the lower reservoir, estimated water loss of 10,200 gallons.
- Dug up Hydrant on Clallam Bay St. to gather information on parts needed for replacement. Will replace hydrant soon.
- Water loss for the month of September was 6%, up by 1% from last month. The pumping level sits at 127.9 ft. – up from 128.1 ft. last month.

6. **Website Updates** – Gamble
   Judy reported that the revised Cross Connection and Backflow Prevention Policy has been posted to the website.

7. **Old Business**

   a. 2027 Budget Review – Shay
      The Commissioners reviewed the updated preliminary budget. There will be another special meeting to review the budget in depth.

8. **New Business**

   a. Standby Generator Maintenance Contract – Robert Whalen
      The standby generator maintenance contract offered by Alternate Power Sources was reviewed. The contract would provide for maintenance to service to all of the generators in use at the present time. The commissioners asked if fuel testing would be included in the contract. Robert will look into this and report back to the Board.

   b. Golf Club Manholes – Robert Whalen
      There are 25 manholes in the golf course and many of them are covered up and need to be uncovered and raised. The City of Sequim uses a company that provides this service which we might look into. Whatever work is done will be done in partnership with the SunLand Golf Club. Robert will be meeting shortly with Troy Rodvold, General Manager.

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

   None were submitted this month.

10. **Checks and Vouchers** – The September payroll summary, a voucher and a transfer check were signed by the Commissioners.

11. **Adjournment:**
It was M/S/P to adjourn the meeting at 10:08 a.m. (Moved by J. Lewis and seconded by G. Jubien.)

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

Respectfully submitted,

Judy D. Gamble

Judy Gamble, Office Administrator

Approved 17 November 2026

Al Frank, President

John, Lewis, Secretary

Gary Jubien, Commissioner