

**SAJB Officers:** President Jeremy Jenkins, Vice President Shane Sheppard,  
Secretary Todd Henry, Treasurer Doug Greenlund



## **SPOKANE AQUIFER JOINT BOARD**

### **Meeting Minutes**

**November 20, 2025 at 1:30 pm**

**Hybrid Meeting**

Spokane County Water District #3

1225 N. Yardley Rd., Spokane, WA

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### **1. CALL TO ORDER**

a. Welcome and Call to Order

The Spokane Aquifer Joint Board (SAJB) met in Regular session via Zoom and in person at Spokane County Water District #3. A total of twenty (20) attended the meeting, including: twelve (12) SAJB voting representatives, one (1) non-voting representative, Program Manager Meagan Hayes and six (6) guests.

President Jenkins called the regular meeting of the Spokane Aquifer Joint Board to order at 1:33 pm

b. Consideration of October 23, 2025 meeting minutes

A motion was made by Doug Greenlund and seconded by Bob Cunningham to approve the October 23, 2025 meeting minutes as presented; none opposed. Meeting minutes approved.

### **2. SPECIAL GUESTS**

### **3. FINANCIAL REPORT – Treasurer Doug Greenlund**

a. Treasurer Doug Greenlund presented the Bill Payment Summary for November, 2025:

i. Wellhead Implementation Fund bills:

- Anne Francis Web Design, Invoice No. 9593, \$50.97
- GSI Water Solutions, Invoice No. 00516.004-16, \$16,548.75
- MJH Consulting, Invoice No. 2025-11, \$2,744.35

ii. Administration Fund bills:

- MJH Consulting, UPS mailbox reimbursement, \$384.00

A motion was made by Scott Inch and seconded by Justin VanDyke to approve the November bill payments as presented; none opposed. Bill payments authorized.

b. President Jenkins reported that the Executive Board has been working to fill that upcoming Treasurer vacancy. Two candidates were presented: one from Water



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District 3 and one from Liberty Lake Sewer and Water. The Board discussed the options and considered volunteer availability.

A motion was made by Todd Henry and seconded by Doug Greenlund to appoint Megan Johnson from Liberty Lake Sewer and Water District as Treasurer effective January 1, 2026; none opposed, motion carries.

### 4. OLD BUSINESS

#### a. MODFlow Data

President Jenkins presented the question regarding bulk sharing or individual purveyors submitting their data to the Department of Health (DOH). All agreed that bulk sharing with DOH would be the simplest path forward.

President Jenkins offered a reminder that comments and feedback on the MODFlow data is due by December 10, 2025.

#### b. 2026 Budget Workshop

President Jenkins and Program Manager Hayes provided a general update on the draft 2026 budget, outlining priorities and new line items.

A motion was made by Shane Sheppard and seconded by Jason Cushman to approve the 2026 budget as presented; none opposed. The 2026 budget is approved.

### 5. NEW BUSINESS

#### a. Department of Ecology Metering Order

President Jenkins summarized the Department of Ecology's metering order. He reported that, after meeting with the SAJB attorney and Whitworth Water District, it was agreed the order is lawful. Most of the required data is already being collected by purveyors and simply needs to be consolidated and submitted to Ecology. While the timeline is challenging, the key takeaway is that the order is legal. The request is driven by water budget needs—while incoming water is known, outgoing water is not—so Ecology is seeking this data to better understand overall water use.

Patrick Cabbage (Ecology) advised purveyors to contact Ecology early to discuss questions or concerns, noting that demonstrated progress is the primary expectation. For questions about data formatting and compilation, Tracy Band is the appropriate contact for support.

In response to a question from Bob Cunningham about reporting wells with multiple water rights, Patrick explained that Ecology is requesting all data to fully understand which wells and water rights are being used.



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Additional questions about data submittal will be addressed by Tracy Band, and Program Manager Meagan Hayes will follow up with her to request further clarification.

### b. First review: 2026 Resolutions

#### i. Resolution 2026-01: Spokane River Forum

Program Manager Meagan Hayes presented the draft Resolution and contract, outlining key scope of work changes and overall contract cost.

A motion was made by Justin VanDyke and seconded by Jason Cushman to approve Resolution 2026-01 as presented; none opposed. With no opposition, the motion carried and the contract was authorized.

#### ii. Resolution 2026-02: KSPS

Program Manager Meagan Hayes presented the draft Resolution and contract. No key changes to scope or overall contract cost are included in the 2026 agreement,

A motion was made by Jason Cushman and seconded by Scott Inch to approve Resolution 2026-02 as presented; none opposed. With no opposition, the motion carried and the contract was authorized.

#### iii. Resolution 2026-03: MJH Consulting

Program Manager Meagan Hayes presented the draft Resolution, outlining key changes to task expectations and hourly rate.

A motion was made by Jason Cushman and seconded by Jeff Edgmon to approve Resolution 2026-03 as presented; none opposed. With no opposition, the motion carried and the contract was authorized.

## 6. WELLHEAD PROGRAM IMPLEMENTATION PLAN

### a. Program Manager Report

Meagan Hayes provided a brief update on program activities, including recent administrative work related to the 2026 budget and resolutions. She also shared an update on the 2026 Outreach and Education Campaign in partnership with the Spokane River Forum, noting that a comprehensive coordination calendar is currently being developed.

## 7. OPEN FORUM



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**8. ADJOURN**

There being no further business, President Jenkins adjourned the regular meeting of the SAJB at 2:45pm

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President, Jeremy Jenkins

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Secretary, Todd Henry



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