

**TRAILS END WATER DISTRICT
2/26/19 Emergency Special Meeting
MINUTES**

CALL TO ORDER: The meeting was called to order at 7:00 pm. A quorum was present.

ATTENDANCE: Joe Morris, Sarah Carlson, Commissioners
0 members of the public.

Commissioner Deb Watson was not able to attend due to a prior commitment and asked to be excused. Ms. Carlson moved to excuse Commissioner Watson from the meeting. Mr. Morris seconded and the motion passed unanimously.

NEW BUSINESS:

At the 2/22/19 working session commissioners received, reviewed and discussed the letter and proposal for the Capacity Analysis. That report outlined the scope of work proposed and a standard provisions agreement. The total amount of the contract was estimated to be \$12,000, with a \$3000 retainer before work could begin. In the interest of time, the commissioners agreed that it would be best to proceed as soon as possible rather than waiting for the next regularly scheduled open public meeting. As a result, this special meeting was scheduled and advertised according to law.

Mr. Morris moved to accept the contract in its entirety, including immediate payment of the \$3000 retainer. Ms. Carlson seconded and the motion passed unanimously.

- Voucher Approval: A voucher to Northwest Water Systems presented in the amount of \$3000. Ms. Carlson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 7:15 pm.

Submitted by:

Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson Date
Commissioner, President

Joe Morris Date
Commissioner, Treasurer