

TRAILS END WATER DISTRICT
5/14/19 Meeting
MINUTES

CALL TO ORDER: The meeting was called to order at 7:15 pm. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Sarah Carlson, Commissioners
Anne Montgomery, Attorney; Denise Snow, Office Manager
0 members of the public

MINUTES: Ms. Carlson passed out copies of the 4/9/19 meeting minutes. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 4/12/19 Working Session. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 4/26/19 Working Session. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 5/10/19 Working Session Meetings. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 4/30/19 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 1/31/19 Financial Statement was passed out. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Bank Transfer: As of a total of five transfers were made since the last meeting from Olympia Federal to the Treasurer's Office totaling \$25,487.24. This reflects three new hook-ups that paid in April.
- Voucher Approval: Vouchers were presented in the amount of \$8017.64. Ms. Watson moved to pay the vouchers as presented. Ms. Carlson seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:
Our past due accounts are down to 6 with a total of \$1524.79. We had three new hook-ups paid in April.
- Maintenance:
Ms. Watson got the book of instructions and also talked to the tech. After reviewing that information, she feels that she still needs a part. She will continue to work on the project.

- Miscellaneous:

The county will be chip sealing the road in the coming weeks. Incidental to that they will be cleaning out ditches. We may have some pipes that are fairly shallow. Mr. Morris went around with the crew and showed them some potential problem areas.

Liens: No changes

OLD BUSINESS:

Audit Report: Ms. Carlson continues to work on the report and is making progress. She finally got a response from the auditor's office and the website access has been re-set. The deadline for the report is 5/30/19.

Well Update: The road crew cleaned out the some of the culverts that we needed to have cleared for the well test. That helps us out at no cost.

Axillary Dwelling Units: Following discussion at the working session, Ms. Carlson moved to charge the meter installation fee only for an auxiliary dwelling unit hook-up. Ms. Watson seconded and the motion passed unanimously. Ms. Montgomery will change the rates and charges and the schedule A for presentation at the next meeting.

NEW BUSINESS:

Change of Signature Status on Checking Account: Mr. Morris reported that he did not feel we still need two signatures from the Olympia Federal account to the Treasurer. There was discussion but no action was taken.

PUBLIC COMMENT:

None

GOOD OF THE ORDER:

None

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 8:00 pm.

