

TRAILS END WATER DISTRICT
10/9/18 Meeting
MINUTES

CALL TO ORDER: The meeting was called to order at 7:01 pm. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Commissioners
Anne Montgomery, Attorney
1 members of the public.
Sarah Carlson, Commissioner came late

Ms. Carlson submitted a letter asking to be excused for this meeting and from the 11/13/18 meeting.

Mr. Morris moved to excuse Ms. Carlson from this meeting and from the 11/13/18 meeting. Ms. Watson seconded and the motion passed unanimously.

MINUTES: Ms. Carlson passed out copies of the 9/11/18 meeting minutes. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 9/28/18 Working Session. 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 10/31/18 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 10/31/18 Financial Statement was passed out. Mr. Morris reported that things are relatively unchanged. Our overall balance had gone up a bit. The SRF payment is due November 30, 2018 but we have not received the statement. The Department of Health now holds the account and our payment will go directly into the account for SRF. David asked a question about the loan. Mr. Morris explained that this is the original loan that went out, not the second one that was never funded. Mr. Morris reported that there is currently \$11,081.97 in the Olympia Federal Account. Ms. Snow provided a breakdown comparing the Accessory Dwelling Unit and Mini-Minimum. There was discussion but no action was taken.

- Bank Transfer: Mr. Morris moved to transfer \$10,010.09 from Olympia Federal to the Treasurer's Office. Ms. Watson seconded and the motion passed unanimously.
- Voucher Approval: Vouchers were presented in the amount of \$7054.61. The only unusual expense was a travel expense request for Mr. Morris for the WASWD Conference in Spokane. Ms. Watson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:
None

- Maintenance:

There is one sheet of siding to go on the building at Source 4. One customer had two meters put in with the intent to put in two homes. However, he decided it would be more cost effective for him to build one house and have the bigger piece of property. He has asked to have that line removed. Mr. Morris said we have had 11 new accounts this year.

- Miscellaneous:

Staff will be working on clearing the easement.

- Liens:

No new liens to report. Ms. Snow had requested clarification on an existing lien. Ms. Montgomery said that Scott had reviewed the information and responded to Ms. Snow via e-mail. Ms. Snow will make

OLD BUSINESS:

WELL UPDATE: Mr. Morris has completed the draft map. The engineer will stop by to pick them.

IRS: Ms. Carlson has all the paperwork done for the automatic deposit.

AUDIT: The State Auditor's audit is scheduled for December, but the exact date has not been confirmed.

NEW BUSINESS:

INSURANCE RENEWAL: The insurance pool renewal has been completed and sent in. They will be reviewing the paperwork and sending us a statement of our dues for the next year.

811 CONTRACT: The company that handles 811 for us sent a contract for our participation in their services. The contract will be forwarded to Ms. Montgomery for her review.

TECC RENTAL RENEWAL: There was discussion of problems with cleanliness of the restroom. Our lease provides for renewal upon district's submission of a letter 60 days prior to 12/31/18.

EXECUTIVE SESSION: A 10-minute executive session was called at 7:57 pm to discuss signing of the contract. The Executive Session concluded at 8:07 pm.

Ms. Watson moved that Trails End Water District 2 exercise its option to renew the lease with Trails End Community Club for two years. Mr. Morris seconded and the motion passed unanimously. Ms. Watson agreed assure that the lease and the restroom would be addressed at the Trails End Community Club meeting.

