

**TRAILS END WATER DISTRICT 2**  
**2/14/23 ZOOM MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:09 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 1/10/23 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 1/29/23 Working Session. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** The commissioners reviewed the 1/31/23 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 1/31/23 Financial Statement was passed out. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$11,530.00 as follows:

Payroll \$4435.09  
General \$7095.68

Ms. Watson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

**STAFF REPORTS:**

- Billing:

Ms. Snow reported on billing.

- Maintenance:

Mr. Morris reported that he has been getting parts and keeping an eye on the old pump at the boost station. He is hopeful we can install the new pump.

Ms. Watson passed out a quote from Cummins on the generator maintenance. Commissioners reviewed the contract information and discussion followed.

Ms. Carlson moved to authorize Ms. Watson to sign the Cummins Equipment Maintenance Agreement for 5 years from 2023-2027. Mr. Morris seconded and the motion passed unanimously.

**TRAILS END WATER DISTRICT 2  
2/14/23 ZOOM MEETING 7 PM  
MINUTES**

- Miscellaneous:

We had another customer with an open line and significant water loss. Mr. Morris will keep an eye on the situation.

- Liens: No changes

**OLD BUSINESS:**

Mail Delivery: The mail has been going well. No more problems

Website: Ms. Snow reported that the potential website manager called to say he cannot do it. Ms. Carlson reported that she can still download essential information such as minutes and resolutions and the meeting notices are still posted. Ms. Montgomery will check with some of her contacts to see if she can get some recommendations.

**NEW BUSINESS:**

Report on conference: Mr. Morris and Ms. Watson attended. They reported on the sessions and what they learned.

**PUBLIC COMMENT:** None

**GOOD OF THE ORDER:** None

**ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 7:50 pm.

Submitted by:

Sarah Carlson 3.14.23

Sarah Carlson                      Date  
Commissioner, Secretary

**APPROVED:**

Deb Watson 14 MARCH 2023

Deb Watson                      Date  
Commissioner, President

Joe Morris 14 MAR 23

Joe Morris                      Date  
Commissioner, Treasurer



**TRAILS END WATER DISTRICT 2  
AGENDA  
2/14/23 ZOOM MEETING**

**CALL TO ORDER**

**MINUTES**

**TREASURER'S REPORT**

**VOUCHER APPROVAL**

**REPORTS**

**BILLING**

**MAINTENANCE**

**Pump for Boost Station**

**Generator**

**Well**

**MISCELLANEOUS**

**LEINS**

**OLD BUSINESS**

**MAIL DELIVERY**

**WEBSITE**

**NEW BUSINESS**

**REPORT ON CONFERENCE ATTENDANCE**

**PUBLIC COMMENTS**

**GOOD OF THE ORDER**

**EXECUTIVE SESSION – PERSONNEL ISSUES**

*Kelly  
Connie*

**ADJOURNMENT**