

**TRAILS END WATER DISTRICT 2**  
**9/13/22 ZOOM MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:01 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 8/9/22 meeting minutes. Mr. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 8/26/22 Working Session. Mr. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** The board members reviewed the 8/31/22 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 8/31/22 Financial Statement was passed out. Mr. Watson moved to accept the report as presented. Mr. Morris seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$8953.65. General Funds expenditures were \$5499.56 and Personnel expenditures were \$3454.09. Commissioners reviewed and discussed the vouchers. Ms. Carlson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously. Postage has gone way up. Ms. Montgomery said her firm has a postage account that is less than paying for stamps. She will find out what it is and how much. Mr. Morris pointed out the power bill for the tower Crest is lower. Ms. Snow noticed some discrepancies in some past bill. She contacted PUD. They found the error and has given us credit for the difference.

**STAFF REPORTS:**

- Billing:

Ms. Snow reported one account was tagged for non-payment. Six accounts were past due last month.

- Maintenance:

Mr. Morris talked with Northwest Water Services. They are waiting for the water test results to come back before they complete their report. The company who did the tests has not yet provided the results.

- Miscellaneous: None

- Liens: No changes

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**OLD BUSINESS:**

Ms. Watson is still working on finding someone to work on the generators. She has some new ideas and will keep working to get it operating optimally

Commissioners discussed some potential safety issues that may come up in the policies. The commissioners will review and discuss more about policies at the next working session.

**NEW BUSINESS:** None

**PUBLIC COMMENT:**

None

**GOOD OF THE ORDER:**

Ms. Montgomery has provided some of the policies. We will discuss them at the next working session.

**ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 7:23 pm

Submitted by:

Sarah Carlson      10-11-22  
Sarah Carlson      Date  
Commissioner, Secretary

APPROVED:

Deb Watson      12 Oct 2022  
Deb Watson      Date  
Commissioner, President

Joe Morris      10-11-2022  
Joe Morris      Date  
Commissioner, Treasurer



**TRAILS END WATER DISTRICT 2**  
**Agenda**  
**9/13/22 ZOOM MEETING**

- I. CALL MEETING TO ORDER**
- II. ATTENDANCE**
- III. APPROVAL OF MINUTES FROM LAST MEETING(S)**
- IV. PUBLIC RECOGNITION**
- V. PUBLIC COMMENT**
- VI. TREASURERS REPORT – DOCUMENT VALIDATION**
- VII. VOUCHER APPROVAL**
- VIII. STAFF REPORTS**
- IX. OPEN ISSUES**

**NEW BUSINESS - None**

**EXECUTIVE SESSION (If necessary)**

**ADJOURNMENT**