TRAILS END WATER DISTRICT 2 11/14/23 ZOOM MEETING 7 PM MINUTES

CALL TO ORDER: The meeting was called to order at 7:03 pm. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Sarah Carlson, Commissioners

Anne Montgomery, Attorney; Denise Snow, Office Manager

1 members of the public

MINUTES: Ms. Carlson passed out copies of the 10/10/23 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 10/27/23 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 11/7/23 Special Meeting. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 10/31/23 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 10/31/23 Financial Statement was passed out. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

• <u>Voucher Approval</u>: Vouchers were presented in the amount of \$26,677.12 in the following amounts:

General Funds:

\$23,830.94

Personnel:

\$ 2,846.18

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

STAFF REPORTS:

• Billing:

There are 9 accounts past due. The one in most danger has a payment scheduled for tomorrow.

• Maintenance: See Below

• Miscellaneous: None

• <u>Liens:</u> We only one lien and it has been a very long time since it was placed. Commissioners discussed steps that have been taken to attempt to collect the past due account without success. Per Ms. Montgomery, we should just wait until the county forecloses for nonpayment of taxes.

OLD BUSINESS:

<u>20-Year Plan Special Meeting</u>: The minutes from the 11/7/23 Special Meeting regarding public in-put to the plan need to be sent to NWS.

Switch Repair & Variable Frequency Drive: Parts are in, but the work has not been done. Discussion followed about the plans for getting the work done.

TRAILS END WATER DISTRICT 2 11/14/23 ZOOM MEETING 7 PM MINUTES

<u>Budget</u>: The proposed 2024 budget was presented by Ms. Carlson. It was reviewed and discussed. Mr. Morris moved to accept the 2024 Budget of 186,500 as presented. Ms. Carlson seconded and the motion passed unanimously

NEW BUSINESS:

<u>Generators</u>: Ms. Watson got an estimate from Cummins. However, she said it did not resemble what they had talked about earlier. She is going to continue to work with them trying to get a resolution.

<u>ERWOW – Leak</u>: We have substantial leak. Mr. Morris reached out to Evergreen Rural Water for assistance in locating it. They will be coming out to troubleshoot.

<u>Insurance Claim</u>: A tree fell over property adjacent to District property during the recent storm. There is a potential of an insurance claim. The issue was discussed. No action is being taken pending resolution by the insurance companies involved.

PUBLIC COMMENT: None

EXECUTIVE SESSION: Commissioners called for a 10 Minute executive session at 7:47 pm to discuss the purchase price or lease payment of real estate. They came out of executive session at 7:56 pm.

Ms. Watson moved to put forward an offer on a parcel of real estate. Ms. Carlson seconded and the motion passed unanimously.

GOOD OF THE ORDER: Ms. Carlson gone 12/7 through 12/17

ADJOURNMENT: Ms. Watson moved to adjourn the meeting at 8:12.

Submitted by:

Sarah Carlson Date Commissioner, Secretary

APPROVED:

Deb Watson Day

Commissioner, President

Commissioner, Treasurer

TRAILS END WATER DISTRICT 2 AGENDA 11/14/23 ZOOM MEETING

CALL TO ORDER

MINUTES

TREASURER'S REPORT

VOUCHER APPROVAL

REPORTS

BILLING
MAINTENANCE
MISCELLANEOUS
LEINS – Customer Discussion

OLD BUSINESS

20-Year Plan Special Meeting – How to write to submit Switch Repair & Variable Frequency Drive Budget

NEW BUSINESS

Generators – Cummins ERWOW – Leak – Nov 15 Purchase agreement - Promissory Transfer of funds

PUBLIC COMMENTS

GOOD OF THE ORDER

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

			AILS END WATER I	tober 31, 2023				
			COUNTY TRE	ASURER ACCOL	<u>JNTS</u>			
eneral	Account				General Investmen	t Account		
	Regioning Palance		Ć97 E12 60		Paginning Polonge		¢27.491.90	
	Beginning Balance Credits		\$87,512.69 \$14,084.81		Beginning Balance Credits		\$27,481.80 \$0.00	
	Debits		\$18,111.82		Debits		\$0.00	
	Ending Balance		\$83,485.68		Ending Balance		\$27,481.80	
				\$440.0CZ.40				
		Total Genera	al Account Balance:	\$110,967.48				
ater R	evenue Account				Water Revenue Inv	estment Account		
	Beginning Balance		\$15,795.81		Beginning Balance		\$118,781.64	
	Credits Debits		\$499.92		Credits Debits		\$0.00 \$0.00	
	Ending Balance		\$16,295.73		Ending Balance		\$118,781.64	
	Enang Balance						Ψ110,7 01.04	
		Total Revenu	ie Account Balance:	\$135,077.37				
sessm	ent Revenue Accour	nt			Assessment Revenu	ie Investment Acco	ount	
	Beginning Balance		\$1,001.42		Beginning Balance		\$8,533.18	
	Credits Debits		\$35.91		Credits Debits		\$0.00 \$0.00	
	Ending Balance		\$1,037.33		Ending Balance		\$8,533.18	
	- I Summer						Ç0,333.16	
		Total Assessme	ent Revenue Balance:	\$9,570.51				
	Mointana	m#			Decemie Bast	Immarkan		
eserve	Maintenance Accou	<u>nt</u>			Reserve Maintenan	ce Investment Acc	ount	
	Beginning Balance		\$74,114.56		Beginning Balance		\$26,983.79	
	Credits		\$2,931.82		Credits		\$0.00	
	Debits		\$0.00		Debits		\$0.00	
	Ending Balance		\$77,046.38		Ending Balance		\$26,983.79	
		Total Maintena	nce Account Balance:	\$104,030.17				
	Total Cash I	Balance:	\$177,865.12		Total Investments Ba	ance	\$181,780.41	
			Total cash & In	vestments	\$359,645.53			
			OLVMDIA	EDERAL ACCOUN	ITC			
			OLTIVIPIAFI	EDERAL ACCOUN	113			
	Main Account				Petty Cash	<u>Account</u>		
	Beginning Balance		\$5,796.66		Beginning Balance		\$1,155.16	
	Credits		\$15,986.37		Credits		\$344.90	
	Debits		\$20,121.13		Debits		\$109.08	
			Y-0,144.40		Debits		3103.00	
	Ending Balance		\$1,661.90		Ending Balance		\$1,390.98	
	Ending Balance		\$1,661.90		Ending Balance			
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	Ending Balance		\$1,661.90 TOTAL BALAN		Ending Balance			
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ist mon	oth \$367156.71	\$83,485.68	\$1,661.90 TOTAL BALAN \$3	62,698.41	UNTS Expenditures	\$23,475.94		
ist mon	oth \$367156.71		\$1,661.90 TOTAL BALAN \$3	62,698.41	UNTS Expenditures Payroll	\$2,846.18		
nst mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023	\$1,661.90 TOTAL BALAN \$3 \$26,677.12	62,698.41	UNTS Expenditures			
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ist mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12	62,698.41	UNTS Expenditures Payroll	\$2,846.18 \$355.00		
ist mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12	62,698.41	UNTS Expenditures Payroll	\$2,846.18 \$355.00		
ist mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12	62,698.41	UNTS Expenditures Payroll	\$2,846.18 \$355.00		
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est mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12 ncleared checks - \$42	62,698.41	UNTS Expenditures Payroll	\$2,846.18 \$355.00		
ist mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12 ncleared checks - \$42	62,698.41	UNTS Expenditures Payroll	\$2,846.18 \$355.00		
ist mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12 ncleared checks - \$42	62,698.41	UNTS Expenditures Payroll	\$2,846.18 \$355.00		
ast mon	th \$367156.71 General Acct Bal Voucher Request -	\$83,485.68 11/14/2023 2	\$1,661.90 TOTAL BALAN \$3 \$26,677.12 \$26,677.12 ncleared checks - \$42	62,698.41	Ending Balance UNTS Expenditures Payroll Employee expense	\$2,846.18 \$355.00		

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