

**TRAILS END WATER DISTRICT 2**  
**8/13/24 ZOOM AND OPEN PUBLIC MEETING 7 PM**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:00 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 7/9/24 meeting minutes. Mr. Morris moved to approve the minutes as presented with a strike through of the duplicate sentence under the Minutes section. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 7/26/24 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 7/31/24 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 7/31/24 Financial Statement was passed out. Ms. Snow reported on our income and expenditures. 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 \$16,637.20 as follows:
  - Personnel \$ 5,251.49
  - General funds \$11,385.71

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

**STAFF REPORTS:**

- Billing:

Ms. Snow reported that we have 10 delinquent accounts this past month. The bills were stamped past due but the doors were not tagged because of the heat. She also learned that the company from whom we lease the printer needed proof of insurance. She was able to get that taken care of.

- Maintenance:

Mr. Morris reported that the lawnmower/ brush hog is back from repairs. We had another break in a line under the road recently. He is recommending that we purchase a chipper/shredder to help clear our properties and access throughout the system.

- Miscellaneous: Nothing to report

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- Liens: We still have one lien in place

**OLD BUSINESS:**

Dry Box: Mr. Morris reported that we purchased equipment and supplies to get the box leveled.

Check Signature Change: Ms. Snow did some research on the check issue discussed previously. The bank does not care about the signatures. The County Treasurer said it is up to the commissioners to set the number of required signatures on checks. Discussion followed.

Ms. Carlson moved that Resolution 89, requiring two signatures on checks, be rescinded and moving forward only one commissioner needs to sign any check made payable to Mason County Treasurer, but a check written to anyone else would need to be signed by two commissioners. Mr. Morris seconded and the motion passed unanimously.

**NEW BUSINESS:**

Sanitary Survey: Mr. Morris reported that the Department of Health performed its Sanitary Survey as required. He felt it went well and we are awaiting official results.

Wildfire Smoke Policy: Ms. Carlson presented a draft policy to comply with the requirement of Labor and Industries. She tailored the L&I template to meet our needs and assure we are in compliance with the relevant WACs. Ms. Carlson moved to adopt the policy as presented. Mr. Morris seconded and the motion passed unanimously.

Following discussion, Ms. Montgomery will prepare a 2 corresponding Resolution for presentation and approval at the September meeting.

**PUBLIC COMMENT**: None

**GOOD OF THE ORDER**: Steve Cook came in Saturday and ???????

**ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 7:35 pm.

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Submitted by:

Sarah Carlson      9-10-24  
Sarah Carlson      Date  
Commissioner, Secretary

APPROVED:

Deb Watson      09/10/24  
Deb Watson      Date  
Commissioner, President

Joe Morris      Sept 10-24  
Joe Morris      Date  
Commissioner, Treasurer