

TRAILS END WATER DISTRICT 2
9/10/24 OPEN PUBLIC AND ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:20 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 8/13/24 meeting minutes. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 8/30/24 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 8/31/24 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 8-31-24 Financial Statement was passed out. Ms. Snow reported that the expenses this month are considerable and way above the budgeted amount. The reasons were that we had nearly \$1800 for the Sanitary survey and \$6190.20 for leak repair. Ms. Watson moved to accept the report as presented. Mr. Morris seconded and the motion passed unanimously.

There was discussion on the need to transfer funds to cover the extra costs. Our overall amount in the general fund is low because of the property purchase, dry box purchase and on-going work at the tower. These were unexpected expenses at the time the budget was submitted last November. The commissioners reviewed the extra expenses and following discussion.

Ms. Carlson moved to transfer \$10,691.08 from the Reserve Maintenance account to the General account to cover excess maintenance demands. Mr. Morris seconded and the motion passed unanimously.

There was discussion about payment for work done by a person who passed away before providing an invoice. Ms. Montgomery noted that the district is prohibited from issuing payment without an invoice. Should the estate/probate submit a bill, the district will gladly make payment.

- Voucher Approval: Vouchers were presented in the amount of \$21,143.10 as noted below.

Personnel:	\$5,710.46
General Fund:	\$15,432.64

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

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STAFF REPORTS:

- Billing: Ms. Snow reported that we have 12 delinquent accounts and 8 doors tagged this month. She said two paid already and she is continuing to follow up on late accounts.
- Maintenance: Mr. Morris reported that the container has been leveled and it is being painted.
- Liens: We continue to have only one open lien.

OLD BUSINESS:

WELL UPDATE: Sanitary Survey said that a violation was found. We have to raise the well. Mr. Morris felt that we could find a different plan. The evaluator had to run it up his chain of command. He has not gotten back to Mr. Morris. Mr. Morris has also talked to our person at Northwest Water Services. Discussion.

RESOLUTION ON SIGNATURES: Following discussion and approval of the change in required signatures policy at the last meeting, a corresponding Resolution, #2024-2, was presented for review.

Ms. Carlson moved to adopt Resolution 2004 -2 rescinding Resolution 2014-89 allowing checks written to Mason County Treasurer to have only one signature, and requiring 2 signatures if checks were written to any other entity. Ms. Watson seconded and the motion passed unanimously.

RESOLUTION ON WILDFIRE SMOKE: Following discussion and approval of the District's Wildfire Smoke policy at the last meeting, a corresponding Resolution #2024-3 was presented for review.

Ms. Carlson moved to Resolution 2024-03 adopting the Wildfire Smoke policy as presented. Mr. Morris seconded and the motion passed unanimously.

CUMMINS UPDATE: Ms. Watson has been trying to get Cummins to correct some of the issues with the generator. She reported that nothing has been done. She will continue to attempt to make contact

NEW BUSINESS: None

PUBLIC COMMENT: None

GOOD OF THE ORDER: None

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 8:10 pm.

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Submitted by:

Sarah Carlson 3-11
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson 10 SEPT 2024
Deb Watson Date
Commissioner, President

Joe Morris 21 MAR 25
Joe Morris Date
Commissioner, Treasurer