

**TRAILS END WATER DISTRICT**  
**1/12/16 Meeting**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:10 PM. A quorum was present.

**ATTENDANCE:** Deb Watson, Joe Morris, Sarah Carlson, Commissioners  
Anne Montgomery, Attorney  
3 members of the public.

**MINUTES:** Ms. Carlson passed out copies of the meeting minutes. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** Mr. Morris reported that most everything has been paid for the year. A copy of the November 30, 2015 Financial Statement was passed out. Mr. Morris moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Bank Transfer: Ms. Watson moved to transfer \$7001.12 from Olympia Federal to the Treasurer's Office. Mr. Morris seconded and the motion passed unanimously.
- Voucher Approval: Vouchers were presented in the amount of \$11254.92. Mr. Morris moved to pay the vouchers as presented. Ms. Watson seconded and the motion passed unanimously.

**STAFF REPORTS:**

- Billing:

We have several properties that have not paid, and we need to seriously look at the issues surrounding these lots. Some will be handled with adjustments that may impact our projected income slightly. From what Mr. Morris has been able to learn, there was a problem with Prestige Properties and U.S. Bank on a property sale. There may need to be a lien placed. There is also a foreclosure that will need a lien. Bills went out normally. We are now looking for indications of leaks with the meter reading. Two have been discovered already.

Ms. Montgomery suggested that we place an open item on every agenda for Liens.

- Maintenance:

We obtained a standing permit that allows us to work 18" from the meter to the property. We can work up to 12" from the asphalt. Anything closer will require an additional permit. Mr. Morris reported that last year we did 9 repairs on the one yearly permit.

- Miscellaneous:

We have one more project in conjunction with the top fill project.

**OLD BUSINESS:**

Website: There are two or three adjustments to be made before we pay the contractor and he gets it running. It should be on line in February.

Rate Study: Northwest Water Supply forwarded a contract. Anne reviewed it and feels it is straight forward. She recommended we sign it. Ms. Carlson moved to accept the proposed contract. Ms. Watson seconded and the motion passed unanimously.

**A recess was called at 7:35 pm to obtain paperwork for swearing in and was reconvened at 8:10 pm.**

**NEW BUSINESS:**

Deborah Watson was sworn in as Trails End Water District Commissioner, Position 2 by Attorney Anne Montgomery.

Account 5101 Razor Rd: Mr. Morris saw a sold sign on the property. He contacted the realtor to find out about the sale. They said the property had been sold with a well on it. The homeowner was put on notice in July with Mr. Morris's inquiry. However, she was not in our computer system so not billed immediately. Mr. Morris did research at the county and found that there is NOT a well and the property is metered by the district. The consumer is upset because we are now billing her as of the date she purchased the property. This account is being handled like the other 12 accounts who were not in our system. Ms. Montgomery recommended that we take no action at this time. The property owner also told the meter reader not to come onto their property. There was discussion and some options were suggested.

Storage at Water Tower: Mason County has imposed new requirements on putting up storage buildings. There are exempt buildings for agriculture and storage but they are limited to 576 sq. ft. Storage buildings cannot be higher than 10 feet. He researched metal buildings and we can get a 18X25 (450 sq. ft.) and he found one for around \$5000. Containers are even more expensive and fall into the new engineering requirements. Ms. Carlson expressed concern about budget issues. Mr. Morris will continue

**PUBLIC COMMENT:**

Mr. Morris discussed in detail some of the problems that led to the leaks and the top-fill.

**GOOD OF THE ORDER:**

None

**EXECUTIVE SESSION:**

