

**TRAILS END WATER DISTRICT**  
**Zoom Working Session**  
**1/28/22 MINUTES**

**CALL TO ORDER:** The working session came to order at 4:33 pm

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

**DISCUSSION TOPICS:**

Ms. Watson reported that the generator at the tower is working correctly. It automatically transfers from the pump as it should. It generates correctly when there is no power and shuts off automatically when the power comes back on. She and Mr. Howell still had some problems with the generator at the boost station. There was no charge in the battery so Mr. Howell is going to check in to a new charger. He was still working on the maintenance when Ms. Watson had to leave. She will touch base with Mr. Howell before the next meeting to check on what else was done.

Mr. Morris and our new employee Mr. Cook also worked on transference of power between the two pumps this week at the boost station. The switch that transfers from one pump motor to the other, is working. The two booster pumps will now come on and run appropriately.

Now that the generators and pumps are performing well, Mr. Morris hopes to set up for the pump run test at the tower. He would like to get that done before the summer.

The commissioners discussed progress on the state audit. Mr. Morris and Ms. Snow were able to find all of the documents requested and forward them to the auditor's office. Ms. Carlson has the data to fix an error in the 2018 annual audit report. She hopes to get that correction made this weekend.

Due to the weather, meters were not read in December. The bills reflected an estimated figure. The meter reading for January got done today and bills will go out tomorrow.

We have some new hook-ups and a door tag in the last couple of weeks.

Commissioners set the agenda for the February regular meeting.

**ADJOURNMENT:**

The meeting adjourned at 4:55 pm

Submitted by:

Sarah Carlson      1-28-22  
Sarah Carlson      Date

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Commissioner, Secretary

APPROVED:

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Deb Watson  
Commissioner, President

Date

  
Joe Morris  
Commissioner, Treasurer

*2-8-22*  
Date