

TRAILS END WATER DISTRICT
10/13/17 Working Session
MINUTES

CALL TO ORDER: The working session came to order at 10:00 am.

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

Because of scheduling, the three commissioners were in and out of the office.

DISCUSSION TOPICS:

Commissioners went over the budget again and discussed ways of staying within the budget. Since Ms. Watson was not at the working session where the budget was discussed, Ms. Carlson explained some of the thought processes and information behind the document presented for signature at the regular meeting.

Commissioners also discussed the policy process and some of the work Ms. Carlson is doing to put our processes and practices in the form of written policy. Ms. Carlson provided some of her research material to Ms. Watson who will review and provide her input.

Mr. Morris reported on a demonstration he attended on a machine that detects changes under the ground. It would be very beneficial in locating lines, isolating leaks, etc. Unfortunately, it is quite expensive.

Ms. Carlson explained that she forgot to include the quarterly taxes on the Voucher Request at the 10/10/17 meeting. It is imperative that these bills be paid before 10/31/17 to avoid penalties.

ADJOURNMENT:

The meeting adjourned at 12:30 pm, to immediately reconvene an emergency meeting only for the purpose of approving the voucher to pay the IRS, Employment Security and Labor and Industries quarterly taxes.

