

TRAILS END WATER DISTRICT
10/26/18 Working Session
MINUTES

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

ATTENDANCE: Joe Morris, Sarah Carlson, Commissioners
Denise Snow, Office Manager

DISCUSSION TOPICS:

Ms. Snow briefed the commissioners on expenses incurred this month, to include ordering a 6-month supply of copy paper, envelopes, RVS forms and other miscellaneous office supplies. She will also need a supply of stamps around the first of the year and asked commissioners to let her know if she should request them now or wait until the January.

A letter was received from the Water & Sewer Risk Management Pool with our 2019 bill. It is nearly \$1000 more than 2018, based in part on the increase in payroll and in part on additional coverage that has been implemented.

A letter was received from the Auditor's Office requesting that our 2019 budget be submitted prior to 11/30/18. Commissioners reviewed the 2018 budget and worked on a proposed 2019 budget, which will be presented at the 11/13/18 regularly scheduled open public meeting.

Commissioners completed an agenda for the 11/13/18 meeting.

ADJOURNMENT:

The meeting adjourned at 1:20 pm.

Submitted by:

Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson Date
Commissioner, President

Joe Morris Date
Commissioner, Treasurer