

TRAILS END WATER DISTRICT 2
February 9, 2021 ZOOM MEETING 7 PM
MINUTES

CALL TO ORDER: The meeting was called to order at 7:21 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 1/12/21 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 1/29/21 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 1/31/21 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 1/31/21 Financial Statement was passed out. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$11,324.04. Ms. Watson moved to pay the vouchers as presented. Ms. Carlson seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:

Ms. Snow reported on the deposits. We are growing the maintenance reserve account. Everybody is getting their statements now following a period of time when some statements weren't received. We have only 9 customers behind, but it is not a large amount overall. None of the nine responded to the request for customer support.

- Maintenance:

Mr. Morris reported that the major leak we have had was located and the line was replaced. There were already five repairs within a yard's length of pipe.

- Miscellaneous:

None

- Liens: None

OLD BUSINESS:

Well Update: Mr. Morris reported that he is still working on getting the sounding pipes into sources 3 and 4.

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Generator: Ms. Watson reported that Kitsap Diesel got a call from Cummins. They have the transfer switch that we need. It will be picked up in Portland and brought here. That will happen as soon as they get the check. She will let them know that the check has been requested. She is hopeful that Nick Howell will let her assist in the installation to save on labor costs. Ms. Snow will let her know as soon as the check is received.

Rental Agreement: Ms. Montgomery provided the updated proposal discussed at last month's meeting. Every year the monthly rental will go up by \$5 beginning with the January payment. Ms. Snow got the agreement signed by the community club. TEWD will sign it tonight. Once the document has been signed by all parties, Ms. Snow will send a signed copy to Ms. Montgomery.

NEW BUSINESS:

None

PUBLIC COMMENT:

None

GOOD OF THE ORDER:

Ms. Watson will be on vacation in March. Ms. Snow reported that we received two cards from customers thanking us for our work.

ADJOURNMENT: Ms. Watson moved to adjourn the meeting at 7:43.

Submitted by:

Sarah Carlson 2-9-21
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson Date
Commissioner, President

Joe Morris 2-9-21
Joe Morris Date
Commissioner, Treasurer

**TRAILS END WATER DISTRICT 2
AGENDA
3/9/21 ZOOM MEETING**

CALL TO ORDER

MINUTES

TREASURER'S REPORT

VOUCHER APPROVAL

REPORTS

**BILLING
MAINTENANCE
MISCELLANEOUS
LEINS**

OLD BUSINESS

**GENERATOR UPDATE
WELL UPDATE**

NEW BUSINESS

RETURN TO IN-PERSON MEETINGS

PUBLIC COMMENTS

GOOD OF THE ORDER

EXECUTIVE SESSION (If necessary)

ADJOURNMENT

