

TRAILS END WATER DISTRICT
3/12/19 Meeting
MINUTES

CALL TO ORDER: The meeting was called to order at 7:04 pm. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Sarah Carlson, Commissioners
Anne Montgomery, Attorney; Denise Snow, Office Manager
1 members of the public.

MINUTES: Ms. Carlson passed out copies of the 2/8/19 Working Session minutes. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 2/12/19 Minutes. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 2/12/19 Meeting 2/15/19 Continuance. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 2/22/19 Working Session. Mr. Morris moved to approve the minutes as presented. Ms. Carlson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 2/25/19 Emergency Special Meeting. Mr. Morris moved to approve the minutes as presented. Ms. Carlson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 3/8/19 Working Session. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 2/28/19 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 2/28/19 Financial Statement was passed out. Ms. Snow reported that we have a few less vouchers this month. We are making the weekly deposits as required by the audit. Ms. Snow is getting into a routine with it and it seems to be working. 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 \$9558.71. Ms. Watson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:

Ms. Snow reported on past due accounts.

- Maintenance:

We had a broken stand pipe and several customers had leaks as a result of the recent extreme cold weather. Our first Auxiliary Dwelling Unit hook-up has been approved by the county and will be finished up tomorrow. There were also two new meters put in on the lots being developed. Ms. Montgomery asked if we had an ADU resolution and billing. Discussion followed. Ms. Montgomery suggested we look at the county permit. There is also an ALQ

(Alternate Living Quarters) that could be an option listed on the permit. Ms. Montgomery will do some more checking. We will put the issue on the agenda for next month's meeting

- Miscellaneous:

None

- Liens:

No new liens to report.

OLD BUSINESS:

New Well: The signed contract and the retainer have been delivered to the engineer. We do not have a time frame.

NEW BUSINESS:

WASWD Conference: WASWD's conference is coming up April 17-19, 2019 in Stevenson. Mr. Morris would like to attend. He proposes to take his trailer and stay in a campground 3 nights at \$30 per night. He would like mileage, 1day commissioner stipend and conference fees. Ms. Watson moved to pay \$90 lodging, 1day stipend, mileage and \$275 registration. Ms. Carlson seconded and the motion passed unanimously.

Old Computers: Kitsap Networking for \$50 each will wipe the drive and dispose. Ms. Montgomery recommends them and emphasized not to just donate.

Small Water System Management Plan: We have fewer than 500 connections so do not have to submit a Water System Plan. Mr. Morris said this is a sticking point on the well approval. She provided a sample for us to look at. BHC Engineering is available to help (at a cost) but they think we can do it ourselves. We will take a look at it at a working session.

PUBLIC COMMENT:

None

GOOD OF THE ORDER:

Michael Siptroth and Bill Wright sent a note to the commissioners commending Mr. Morris for his help in fixing their pipes.

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 8:24 pm

