

**TRAILS END WATER DISTRICT**  
**3/8/16 Meeting**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:16 pm. A quorum was present.

**ATTENDANCE:** Deb Watson, Joe Morris, Sarah Carlson, Commissioners  
Anne Montgomery, Attorney  
3 members of the public.

**MINUTES:** Ms. Carlson passed out copies of the 2/9/16 meeting minutes. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** A copy of the Financial Statement was passed out. Mr. Morris reported that in addition to the financial statement, today's balance at Olympia Federal is \$8696.95.

- Bank Transfer: Ms. Carlson moved to transfer \$8003.08 from Olympia Federal to the Treasurer's Office. Mr. Morris seconded and the motion passed unanimously.
- Voucher Approval: Vouchers were presented in the amount of \$7386.38. Ms. Watson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

**STAFF REPORTS:**

- Billing:

The most recent billing went out with letters reflecting the credits that were authorized at the last meeting. Essentially the impact will be about \$270 per months for the first six months. By then all but two will be nearly satisfied. The other two had larger credit balances and repayment will be completed over the next two years. Ms. Carlson thanked staff for the professionalism of the letter that was sent.

- Maintenance:

We have 10 meters that will have to be raised with extensions. Extensions can cost up to \$200 each for 9 of the meters. The other meter will have to be replaced. Everybody who has had a leak identified as being on their side of the meter has been notified. Unfortunately, no one has started work on that.

Top Dog is waiting for a pipe before completing the work at the new well.

- Miscellaneous:

None

**OLD BUSINESS:**

Top Dog is waiting for a pipe before completing the work at the new well.

Our website is [www.trailsendwaterdistrict.org](http://www.trailsendwaterdistrict.org) . There are three things that need to be adjusted. One has to do with information to be posted about contacting commissioners. After some discussion, it was decided to set up e-mails for each commissioner through the TEWD domain name and have those e-mails posted on the website. We attempted to open the site for viewing at the meeting but couldn't get the site to open. Mr. Morris will contact the provider about these two issues.

Dough Piehl of Northwest Water Systems came to the district and met with Mr. Morris on Wednesday 3/2/16. They drove the route and viewed the system. Mr. Morris provided Mr. Piehl with a maps and the old master plan. Mr. Piehl took pictures of the system and equipment. He gave Mr. Morris a list of things he needs. Mr. Morris provided him with those things yesterday. Mr. Morris was impressed with Mr. Piehl's expertise.

Ms. Montgomery provided a draft of the resolution regarding rates. She pointed out the items that were been discussed at the 3/4/16 working session. Discussion followed. Ms. Montgomery will make the changes and have the document ready for finalization following receipt of the rate study. She presented Resolution 2016-01 setting two additional board meetings on 3/22/16 and 4/26/16 for the purposes of continuing work on the rate study that was passed at the 2/9/16 meeting for signature. It was signed by all Board members.

**NEW BUSINESS:**

Mr. Morris moved to incur phone charges and specific phone numbers related to the commissioners in the performance of their duties. Ms. Carlson seconded for discussion. Ms. Carlson was concerned about the cost. Ms. Watson said she did not to have one for herself. Called for the question. The motion failed by a 3-0 vote.

**PUBLIC COMMENT:**

On behalf of the Community Club, Gene Boisseau asked about the cost of an information line for TECC attached to our phones. It could be one of those systems where you press 1 for TEWD or 2 for TECC. Questions were asked such as: who would maintain it; what costs and services would be incurred; would this arrangement be construed as gifting? We will have to explore this idea. This discussion will placed on the agenda for the next meeting.

**GOOD OF THE ORDER:**

Mr. Morris will be going to the Risk Pool meeting on 3/25/16 in Lynwood. The topic will be asset management. Ms. Montgomery said there was a WASWD conference in Yakima in April.

**ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 8:27 pm.

Submitted by:

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Sarah Carlson                          Date  
Commissioner, Secretary

APPROVED:

\_\_\_\_\_  
Deb Watson                              Date  
Commissioner, President

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Joe Morris                                Date  
Commissioner, Treasurer