

**TRAILS END WATER DISTRICT**  
**4/12/16 Meeting**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:12 p.m. A quorum was present.

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

**SECRETARY:** Ms. Carlson presented the minutes from the 4/12/16 meeting. Mr. Morris made a motion to accept the minutes as presented. Ms. Watson seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** A copy of the 3/31/16 financial report was passed out. At the end of last week's cycle, the balance at Olympia Federal is \$8012.54. Ms. Watson moved to accept the treasurer's report as presented. Mr. Morris seconded and the motion passed unanimously.

Ms. Carlson move to transfer \$7504.12 to the Treasurer. Ms. Watson seconded, motion passed unanimously.

**VOUCHERS:** A total of \$6239.86 in vouchers was presented. Mr. Morris moved to authorize payment as presented. Ms. Watson seconded, and the motion passed unanimously.

**STAFF REPORTS:**

- Billing: There are billing reports available that show the top 40 water users and past-due billings. Mr. Morris suggested these be posted on the website. A couple of people present thought that would be nice to see. Discussion follow will follow during the rate study presentation.
- Maintenance: Now that the weather is improving work will begin on replacing the meters.
- Misc. Mr. Morris spoke with someone today about removing potentially dangerous trees that might damage the tower. He gave additional information on the process. He wants the public to be aware if work does begin. It might even generate some revenue from sales of wood.

**OLD BUSINESS:**

Website: Ms. Carlson reported that she participated in training on updating the website. A draft of the minutes will be posted following the meeting. The draft will be replaced by the approved minutes following their approval. There is a pop-up with emergency and high priority items on the site to alert the public.

**Rate Study:** Ms. Montgomery walked us through the highlights of the draft rate study. One topic of discussion was the recreational properties. She said suggested three definitions/options for reduced use customers:

1. No above-ground plumbing – sink, toilet. OR
2. Mini-minimum – pure usage for a specific lower usage (ie 100cf or less) could include empty lots, cabins, etc. OR
3. Everybody pays the same rate.

We will need to answer the question for our district: What group do we want to give a break to?

There was discussion that involved community members in the audience. At the scheduled working session, Friday 4/22/16, the commissioners will discuss some the issues in depth and confer by telephone with Ms. Montgomery. The public is welcome

**NEW BUSINESS:**

None

**EXECUTIVE SESSION:**

Executive session was convened at 7:44 pm for the purposes of discussing personnel issues. The meeting was reconvened at 7:49 pm. The decision was made to offer the vacant office position to Denise Snow. She accepted.

**PUBLIC COMMENT:**

There was a question on fire suppression and this system. Discussion followed.  
There was a question about why the time of the meetings was set at 7:00 pm and could it be earlier.  
The explanation was given

**GOOD OF THE ORDER:**

None

**ADJOURNMENT:**

Mr. Morris moved to adjourn the meeting at 8:38 pm. Ms. Carlson seconded and the meeting adjourned.

Submitted by:

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Sarah Carlson                      Date  
Commissioner, Secretary

APPROVED:

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

\_\_\_\_\_  
Joe Morris                      Date  
Commissioner, Treasurer