

TRAILS END WATER DISTRICT
4/14/2020 Meeting 7pm
MINUTES

CALL TO ORDER: To comply with the Governor's proclamation regarding public gatherings and social distancing, the meeting was held via "Zoom", an online video conference application. The announcement for the meeting and was put on the website, trailsendwater.org two weeks prior to the meeting date.

The meeting was called to order at 7:07 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 3/24/20 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 3/10/20 Minutes. 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 3/31/20 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 3/31/20 Financial Statement was passed out. The ending balance in the general account is \$15,955.92. There were four transfers from Olympia Federal account to the Treasurer's Office. Mr. Morris moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously. The ending balance in the general account is \$15,955.92. There were four transfers from Olympia Federal account to the Treasurer's Office.

- Voucher Approval: Vouchers were presented in the amount of \$6758.79. Ms. Watson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

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STAFF REPORTS:

- Billing:

We have 7 accounts past due but the total is less than \$500. We did not read meters this month because of the COVID-19. The bills were estimated and a notice was sent out on the bills. The meters will be read in April as usual and bills adjusted accordingly, if necessary.

- Maintenance:

Mr. Morris reported that we still have not received the Department of Health go-ahead to increase our hook-up's. Mr. Morris is going to contact the person responsible. It has been 103 days since our report was submitted. Mr. Morris also reported that overall water usage during the COVID-19 shut-down has actually dropped. Even though more people are home all day, they seem to be using less.

- Miscellaneous:

None

- Liens: none

OLD BUSINESS:

SURPLUS LADDER: Ms. Montgomery presented Resolution 2020-02. She explained that by doing a resolution, instead of a letter as discussed at the last meeting, it is very clear that we are donating the surplus ladder. A resolution also makes a good record for the auditor. Discussion followed.

Resolution 2020-02: Ms. Watson moved to adopt Resolution 2020-02 Re-appropriating surplus equipment to Queen ~~Ms. Montgomery~~ ^{Ms. Anne} Water Works, LLC as presented. Mr. Morris seconded and the resolution passed unanimously. A letter informing Queen ~~Ms. Montgomery~~ ^{Ms. Anne} Water Works that they could have the ladder that has been drafted is misdated. Ms. Snow will put the correct date on it before sending

NEW BUSINESS:

COVID-19: Ms. Montgomery discussed Governor Inslee's proclamations on COVID-19 and how we are impacted. The proclamations allow us to waive some standards and requirements. All open public meetings must be held virtually, not in person. She presented proposed Resolution 2020-02 for review. Ms. Watson moved to accept Resolution 2020-02 authorizing emergency powers and delegating authority to the President of the Board in response to the outbreak of COVID-19. Mr. Morris 2nd and the motion passed unanimously.

Commissioner Compensation: Ms. Watson had a question about compensation. The RCW specifies that commissioners should be compensated in the amount is \$90, but we are compensated more than that. Ms. Montgomery explained that there is cost of living language in other parts of the code and updates. Ms. Montgomery explained that the law provides compensation on any day or part thereof that a commissioner attended a meeting or performed other duties on behalf of the district. Commissioners do not get paid for just being a commissioner. Discussion followed. We will discuss this further at the next working session.

PUBLIC COMMENT:

None

GOOD OF THE ORDER:

None

ADJOURNMENT:

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

Submitted by:

Sarah Carlson 4-14-20
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson 05/12/2020
Deb Watson Date
Commissioner, President

Joe Morris 5-12-20
Joe Morris Date
Commissioner, Treasurer

