

TRAILS END WATER DISTRICT
Working Session
6/12/15 MINUTES

CALL TO ORDER: The working session was called to order at 11:00 am

ATTENDANCE: Joe Morris, Sarah Carlson, Commissioners

0 members of the public.

DISCUSSION TOPICS:

We have not had contact back from Evergreen Rural Water about coming to do the rate study. Joe left a message for Derek Zock, our outrider, at the office. Sarah sent an e-mail directly to Derek. He has yet to contact us. We will both continue to follow-up to get him started.

The printer proposal was reviewed. The use of the language “contract” was clarified. The contract is between State Department of Enterprise Services and Capital Business Machines. We will be doing either the lease or rental under that contract as a Special Tax District. We will be required to adhere to the provisions of that contract. The difference between the contract and the lease is the right to purchase the machine at the end of the rental or lease agreement. The difference in cost is \$3.36 per month, with the lease option being the least expensive. It was the consensus to lease, saving approximately \$180.

The proposal from Sound Paving was reviewed. The work was authorized at the 6/9/15 meeting. The agreement was signed and the voucher complete. Joe called to have the work scheduled.

Computer was ordered per the 6/9/15 meeting.

Surplus property was discussed. The old printer and laptop have minimal commercial value. We will advertise on the WASWD surplus website. Scrap from the tower area, pipes, used cast iron fittings, 30x60” pressure tank, unmarked, unknown prior use, etc. None of this is usable and has no commercial value except for scrap.

We discussed the possibility of installing motion sensing cameras. Joe found a unit of 4 cameras and a DVR unit with infrared capability for night time. He is recommending 2 sets: 1 at pump house at tower, 1 at the booster house. The total would be about \$300. We also discussed the potential of having the ability to record meetings. This would require a small camcorder that can record on the laptop or the main computer, either by disk or thumb drive.

Joe found sheds with plastic with vinyl coated steel reinforcements, that can be installed over the well heads. They will sit on a 2X6 foundation on the existing concrete pad. One benefit is that it will easily be lifted off for work and maintenance. The units are \$775 each. This is lower in cost than what we were looking into with building sheds.

Annual State Auditor Report was submitted and we have a list of documents that must be sent in to support the report. Commissioners worked on gathering those documents.

