

**TRAILS END WATER DISTRICT**  
**6/9/15 Meeting**  
**MINUTES**

**CALL TO ORDER:** The meeting was called to order at 7:07 pm. A quorum was present.

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

Sarah Carlson asked to be excused from the meeting as well as the July 14, 2015 meeting. Mr. Morris moved to authorize an excused absence for Ms. Carlson. Ms. Watson seconded and the motion passed unanimously.

**MINUTES:** Ms. Carlson provided copies of the minutes from the 5/12/15 meeting. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously.

**TREASURER/FINANCIAL REPORT:** Mr. Morris reported that the balance at Olympia Federal was \$6221.47.

A copy of the 5/31/15 Financial Statement was passed out. Mr. Morris moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Bank Transfer: Mr. Morris moved to transfer \$5006.09 from Olympia Federal to the Treasurer's Office. Ms. Watson seconded and the motion passed unanimously.
- Voucher Approval: Vouchers were presented in the amount of \$5311.97. Mr. Morris moved to pay the vouchers as presented. Ms. Watson seconded and the motion passed unanimously.

**STAFF REPORTS:**

- Billing:  
  
95% of the hook-ups are currently being billed. There are still approximately 5% of the accounts are in question.
- Maintenance:  
  
Work has been completed to clean up the areas around the tower and pump station.
- Miscellaneous: None

## **OLD BUSINESS:**

### **Evergreen Rural Water – Rate Study Update**

Jill Parker, our contact at ERW lost her grant and retired. Our new contact is Derek Zock. Mr. Morris has attempted to schedule a meeting for the rate study without success. He will continue to follow up.

### **Computer Issues**

New laptop: The laptop previously used by former Commissioner Burrus is not functional. Mr. Morris recommended that another laptop be purchased to replace it. The old one could then be moved over as surplus property.

Mr. Morris moved to purchase a laptop at a cost of \$229 plus shipping. Ms. Watson seconded and the motion passed unanimously.

## **NEW BUSINESS:**

### **Surplus Property Disposal**

There is unusable equipment and piping at the tower enclosure.

Mr. Morris moved to have Nick Ernst remove these items. Ms. Watson seconded and the motion passed unanimously.

### **Contract for Pavement Repair**

Mr. Morris presented a contract from Sound Paving, Inc. for repair of the road at 170 E. Trails End Drive. Discussion followed.

Mr. Morris moved to have Sound Paving complete the repair of the road at 170 E. Trails End Drive according to the presented agreement. Ms. Watson seconded and the motion passed unanimously.

### **Public Disclosure Policy**

Ms. Carlson worked on development of a public disclosure policy for the district. The policy was taken from examples provided by the Municipal Research Service Center (MRSC). It also includes a request form and a proposed fee schedule. Ms. Montgomery made a suggestion that only one commissioner be appointed as the Public Information Officer.

Mr. Morris moved to appoint the Commissioner 3 position as Public Information Officer. Ms. Watson seconded and the motion passed unanimously.

## **Working Sessions**

The next working session is scheduled for 6/12/15.

The following working session is scheduled for 6/26/15. Ms. Carlson will be out of town that day and will not be able to attend. If there will not be two commissioners present, there will be no need for an agenda or minutes.

### **PUBLIC COMMENT:**

Doug Doll wanted to make it known that he questioned the charging of excise tax and contacted the Department of Revenue. He claims DOR told him that the District has to pay excise tax. He wanted it noted that the District should absorb the tax instead of charging the tax to the customers and he will challenge this.

Roni German questioned past due accounts. Arguments ensued. Ms. Montgomery suggested this issue be discussed more in depth at the next working session.

Gerald Richards suggested that we relieve the attorney and quit paying her. David Hutsell said he disagreed and outlined his feelings why having the attorney present was beneficial.

### **GOOD OF THE ORDER:**

None

### **ADJOURNMENT:**

Ms. Watson moved to adjourn the meeting at 7:45.

Minutes taken by:

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Ramona Perkins    Date  
Office Manager

Submitted by:

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Sarah Carlson    Date  
Commissioner, Secretary

