

TRAILS END WATER DISTRICT
7/22/14 Meeting
MINUTES

CALL TO ORDER: The meeting was called to order at 7:15 PM by Dan Burrus.

Present were: Dan Burrus, Joe Morris, Sarah Carlson
Anne Montgomery

6 members of the public

MINUTES: Sarah Carlson passed out copies of the minutes from the 7/8/14 meeting. Joe moved to approve the minutes as presented. Sarah seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: Since 7/1/14 we have receipted approximately \$7,000 in water sales. \$1600 was today alone. There were nine letters/calls received that we did not receive their payments between approximately June 14– 18 2014. We are following up on these. They have not been received here, nor have they been cashed.

Voucher Approval: Sarah presented vouchers for H2O and to Joe Morris. In addition payment to Oak Park for \$600 deposit, \$200 set-up fee, \$27 advance lab payment and pro-rated monthly fee from 7-17-14 through 7-31-14 of \$340 was presented. Anne will talk with Drew and ask him to submit an H2O bill for 7-1 through 7-16. Sarah moved to approve vouchers totaling \$2278.18. Dan seconded and the motion passed unanimously.

REPORTS:

Billing: Joe will be working on finding the checks that did not arrive. The bills went out during the first week of July. Anne recommended that the customers void out their checks and resubmit. Joe will do that. In the end it is the customer's choice.

Maintenance: Joe wants to submit an estimate of plans to submit estimates make two sheds to cover Source 3 and Source well head. This was recommended in the Sanitary Survey of 2011. Only one was needed then, but the March leak destroyed it. Joe did mowing at the tower. There was a 5-day hiatus in the flushing, but it is back on track now. He would like Peninsula Top Soil (\$32-33 per yard) to deliver about 6 years of rock to go across the driveway at the tower and under the fence. Dan agreed to take a look at it and get an estimate. At 491 there is a leak. They are going to be putting in a new line on the customer side. We still has not heard from Lydel but it will probably be this week. The estimate was around \$650 plus tax.

OLD BUSINESS:

Hiring – Sarah reported that she is working on job descriptions and qualifications. She is close to a final product. We will be working on this at the Friday working session.

System Operator contract: Anne provided a signed final copy of the contract. There was a requirement for a second original and several more originals of Addendum C. The documents were signed.

NEW BUSINESS:

Sarah reported that she worked on budget issues and Joe is working on income. We will be working on establishing a budget at the next working meeting including discussion on re-evaluating the part-time vs. full time people.

PUBLIC COMMENT:

Two questions submitted by James Perkins. We are working on the W-2's and are aware of the need to resolve the issues.

The second question involved over-charge of \$588 for the 2003 SRF charge that never went forward. We do not have the records that show what account those funds were placed in. There could be a serious financial impact because the attorney said we should have paid that money back to customers. There will need to be considerable research done. Don't know if there would be interest to pay, etc. We may have to get a legal opinion.

There was also a question about being considered for other loans for improvements. The SRF fund at the state/federal area is very low and we have been excluded for a while. We will have to get everything in line and they need to get funding before we can look at this.

There was a comment that we should be going after the money that needs to be collected for past due bills.

GOOD OF THE ORDER: Nothing was brought forth

EXECUTIVE SESSION (If necessary): Not needed

ADJOURNMENT:

Joe moved to adjourn. Sarah seconded and the meeting adjourned at 8:18 pm.

Submitted by:


Sarah Carlson, Commissioner
Secretary

Approved:

Dan Burrus, Commissioner
President

Approved:


Joe Morris, Commissioner
Treasurer