

TRAILS END WATER DISTRICT
8/13/19 Meeting
MINUTES

CALL TO ORDER: The meeting was called to order at 7:12 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 the copies of the 6/11/19 meeting which were not available at the last meeting. Mr. Morris moved to accept the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 7/9/19 meeting minutes. Mr. Morris moved to approve the minutes as presented. Ms. Watson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 7/12/19 Working Session. Mr. Morris moved to approve the minutes as presented. Ms. Carlson seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 7/26/19 Working Session. Ms. Watson moved to approve the minutes as presented. Mr. Morris seconded and the motion passed unanimously. Ms. Carlson passed out copies of the 8/9/19 Working Session. Ms. Watson moved to accept the minutes as presented. Mr. Morris seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 7/31/19 Olympia Federal bank statements, Treasurer's Report and Auditor's Report. They were in order and consistent. A copy of the 7/31/19 Financial Statement was passed out. Ms. Carlson transposed a number on our EFTP report. The additional \$0.63 has been added to these vouchers. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Voucher Approval: Vouchers were presented in the amount of \$8686.24. Ms. Carlson moved to pay the vouchers as presented. Mr. Morris seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:

Mr. Morris tagged 5 doors. Three have paid but two are still outstanding. There are also two accounts that are 90 days past due. There are also some properties that have been foreclosed on and another sold.

- Maintenance:

Broken Pipe: There is a broken pipe under El Norte Place. They had to get a permit and dig for the turn-off. The pipe has been fixed. There is no water main going to the last lot on the street. If the new owner wants to build, we will have to do some work to run the line. As long as we are doing that Mr. Morris feels we should replace the repaired part as well.

Boost Station Lights: There is a bad ballast in the boost station. Ms. Watson is fixing the problem.

- Miscellaneous:

We had a tree rotting out of the ground at 550 Trails End Dr. and our line goes right under it. PUD came to look at the situation. It was determined to be very dangerous. They responded rapidly and took the tree down. Our line was not impacted.

- Liens: We have one new lien that will be filed tomorrow. One of the existing liens may be resolved soon.

OLD BUSINESS:

Well Update: Mr. Morris reported he has been checking the water flow. We are well above what is required. We will have to put in two sounding tubes into the well. They will be permanent. A man is scheduled to climb the tower and put in a new float. After we have 5 weeks of daily pumping readings, we will schedule a test that will pump 120-150 gpm with both pumps running. They are still working on the property around the tower.

Rate Increase: Ms. Montgomery brought three resolutions as discussed at the last meeting. All three resolutions were reviewed by the commissioners.

Resolution 2019-2 Amending Resolution 2016-2 Fixing Rates and Charges Pertaining to Auxiliary Dwelling Unit. Ms. Watson moved to accept the resolution as written. Mr. Morris seconded and the motion unanimously.

Resolutions 2019-3 Amending Resolution 2016-2 Increasing Rates and Charges and Addendum A to begin with the September 2019 billing cycle. Ms. Watson moved to accept the resolution as presented. Ms. Carlson seconded and the motion passed unanimously.

Resolution 2019-4 Amending Resolution 2016-2 Eliminating the Rate Category for Recreational Property and Addendum A. Ms. Watson moved and Mr. Morris seconded.

Ms. Watson moved to accept the fourth amendment to Addendum A dated 8-13-19 as presented. Ms. Carlson seconded and the motion passed unanimously.

NEW BUSINESS:

Property: Ms. Montgomery had Scott Schumaker from her office is working on a contract for the sliver of land between the tower and the road. The agreed amount was \$5000 plus closing costs.

EXECUTIVE SESSION:

A 10-minute executive session was called to discuss property acquisition at 7:55 pm. The regular meeting was reconvened at 8:10 pm.

Mr. Morris moved to approved a check issued in the amount of \$5000 to Mr. and Mrs. Baumgardner contingent on a signed purchase and sales agreement of the property between the tower at Crest and the road. Ms. Watson seconded and the motion passed unanimously.

Investments: Ms. Carlson reported that she spoke with both Julie Rickert and Lisa Frazier from the Treasurer's Office about investing. We are currently invested in the State Fund and it is yielding 2.24%. This is the most liquid of the funds available to us as a Junior Taxing District under the county. Our money can be accessed from the investment fund on a next-day basis. There are also Treasury Bonds and Certificates of Deposit that can be used. However, these are not liquid and our money would be tied up for the length of the certificate. Ms. Frazier looked at the rates for some of these options and all were below what we are currently earning. She suggested that rather than trying to change investments, we move some of our money from the regular accounts that do not have much activity into the investment accounts. Ms. Carlson suggested we discuss specifics and exactly what we want to do at the next working session. Ms. Snow found 2017-3 resolution allowing transfer of funds between regular and investment accounts with only one signature. It just has to be reported at the next open public meeting.

Change of Work Session: Ms. Watson moved to change the time of the working sessions from 10:00 am to 4:30 pm. Mr. Morris seconded and the motion passed unanimously. Ms. Montgomery will draw up Resolution 2019-5 to be presented at the next meeting

PUBLIC COMMENT: None

GOOD OF THE ORDER: None

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 08:48.

Submitted by:

Sarah Carlson 8-13-19
Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Deb Watson 10 Sept 2019
Deb Watson Date
Commissioner, President

Joe Morris 10 Sept 2019
Joe Morris Date
Commissioner, Treasurer