

TRAILS END WATER DISTRICT
9/10/19 Meeting
MINUTES

CALL TO ORDER: The meeting was called to order at 7:20 pm. A quorum was present.

ATTENDANCE: Deb Watson, Joe Morris, Sarah Carlson, Commissioners
Anne Montgomery, Attorney; Denise Snow, Office Manager
1 members of the public.

MINUTES: Ms. Carlson passed out copies of the 8/13/19 meeting 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 8/23/19 Working Session. Mr. Morris moved to approve the minutes as presented. Ms. Montgomery pointed out that the last line of the second paragraph mentions “she” with no descriptor. Ms. Carlson stated that it was she. Ms. Watson moved to amend the 8/23/19 Working Session Minutes to replace “she” with Ms. Carlson. Ms. Carlson seconded and the motion passed unanimously. Ms. Watson moved to approve the minutes as corrected. Mr. Morris seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: The board members reviewed the 8/31/19 Olympia Federal bank statements, Treasurer’s Report and Auditor’s Report. They were in order and consistent. A copy of the 8/31/19 Financial Statement was passed out. Ms. Snow reviewed the financial information. There are six uncleared checks. Ms. Carlson moved to accept the report as presented. Ms. Watson seconded and the motion passed unanimously.

- Voucher Approval: Two vouchers were presented in the amounts of \$11847.10 and \$12,161.78. Mr. Morris moved to pay the vouchers as presented. Ms. Watson seconded and the motion passed unanimously.

STAFF REPORTS:

- Billing:

- Maintenance:

Mr. Morris reported that the rain postponed ditch digging on E Norte leak project. Ms. Watson reported that the light at the pump house has been fixed. We are getting ready to do the test pump Source 4. Northwest Water is doing the computation on the required total flow which is estimated to be around 130 gallons per minute (gpm). This is about half of what we could pump. We had 208 customers use water during August. August is our highest usage month and our average use was 29.45 gpm. Mr. Morris described the numbers and how he came to them.

Mr. Morrisa reported another issue is with the fill location on the tank. Originally the bottom fill system was not acceptable. That was changed to a top fill system. Now, we find that we cannot use the same pipe for the top fill that we used for the bottom fill. We still have the leak near the top. Baker Silo, the original installer for the tower, provided a written bid of \$18,824.75 to repair the tank and add an additional line item rate for work to repair the leak. Considerable discussion took place. Ms. Montgomery pointed out language under “Enforcement” that she would recommend be struck. If the job can’t be performed at the same time, then she recommends that a new estimate be sought. The proposal is written as a contract.

We will accept this contract with the following amendments. If we approve that motion and if the vendor agrees, then we can go ahead and sign without having to call a special public meeting.

Ms. Watson made a motion to accept the Baker Silo proposal with the following amendments: The tank leak repair is not to exceed \$2500 without a separate estimate. The last sentence of the “Enforcement” section be stricken. Mr. Morris seconded and the motion passed unanimously.

- Miscellaneous:

None

- Liens:

Only the one lien mentioned in last month’s minutes was filed. The other lien that was pending completion was paid in full and released.

OLD BUSINESS:

Well Update: Northwest Water are doing the computation on the required total flow which is estimated to be around 130 gpm which is about half of what we could pump. We had 208 customers use water during August, our highest month. Our average use was 29.45 gpm. Mr. Morris described the numbers and how he came to them.

Property Sale: Scott provided us with the purchase agreement. As moved and approved at the last meeting, Ms. Watson signed the agreement. The next step is to obtain the

NEW BUSINESS:

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PUBLIC COMMENT:

A question was discussed the one-time forgiveness for leaks.

GOOD OF THE ORDER:

An issue of raising the fee for failure to allow the district to read meters was brought up. The proposal is to increase the fee from \$2 per day to \$4 per day. This will be an agenda item for next month’s meeting. There was also discussion of easements for the water district lines.

ADJOURNMENT:

Ms. Watson moved to adjourn the meeting at 8:25 pm

