

TRAILS END WATER DISTRICT
9/23/14 Meeting
MINUTES

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

ATTENDANCE: Joe Morris, Sarah Carlson
Anne Montgomery
6 Members of the public

MINUTES: Sarah Carlson passed out copies of the 9/9/14 meeting minutes. Mr. Morris moved to approve the minutes as presented. Ms. Carlson seconded and the motion passed unanimously.

TREASURER/FINANCIAL REPORT: Due to injury Mr. Morris was not able to make deposits or a formal treasurer's report. He will provide a more complete report at the October meeting.

Vouchers totaling \$1318.38 were presented to the Board for payment. Ms. Carlson moved to pay the vouchers totaling \$1318.38. Mr. Morris seconded and the motion passed unanimously.

The Auditor's Office reminded the District that money had to be moved from the Assessment Revenue account to the General Account at the Treasurer's Office before that payment could be made. Ms. Carlson moved to transfer \$14,084.34 from the Assessment Revenue account to the General Account to cover the check for the SRF Loan. Mr. Morris seconded and the motion passed unanimously.

A letter was received from the Mason County Treasurer's Office informing the District that there are currently seven outstanding checks that have not cleared the bank. They were issued between 7/5/12 and 5/23/14. Because these checks were more than a year old, the Treasurer's Office has cancelled them. There is a requirement that the District make attempts to contact the payees and inform them that the checks have been cancelled. We will be doing this. It does bring up the question of how many other checks have not been cashed that were issued between 5/23/13 and 1/1/14. This will also be explored.

Mr. Morris moved to excuse Dan Burrus from the meeting. He has medical issue. Ms. Carlson seconded and the motion passed unanimously.

REPORTS:

Billing: Mr. Morris sent out the bills and continues to work on the problems. There are still a few problematic accounts that are being worked on. The next bills going out will be printed on 9/30/14 for the September bill. It has an "estimated" 1000 cubic feet of water and the \$31.00. He found 5 accounts that are not metered and valid.

Maintenance: We had a water leak near 170 E. Trails End Drive. It pointed out the need for a metal detector. The leak was repaired. The meter was located under several feet of beauty bark. The leak was in a 3/4" line that goes under the road.

We had information from our operator that DOH wants us to put our fourth source on line. Last week we did receive a letter from them requesting the fourth source. We will need to contract the work out and have an engineer report. We have made no decisions yet, but will be working toward that.

Miscellaneous: None

OLD BUSINESS:

Hiring: Ms. Carlson reported that she has narrowed the field down to 2 exceptional candidates for the clerical position but is not having such good luck with the meter reader. A number of candidates have turned down the position because there are not enough hours being offered. She has one very good candidate but still has two more to interview later this week.

Metal Detector: At the last meeting, the Commissioners voted to spend up to \$400 on a metal detector to help locate meters. Since then, Commissioner Burrus indicated he already had a metal detector that the district could borrow.

Fee Schedule: No further progress. Before we can set the fee, we need to get someone on board.

Audit: All documents remain in the hands of the State Auditor's Office. There has been no further information to date.

NEW BUSINESS:

Conference Report: Workshops and lectures on what is changing. By 2017 all districts will be required to be fully metered to maintain water rights.

PUBLIC COMMENT:

Ronnie – Difficulty getting an actual financial statement on a regular basis. Suggested we print out a financial statement. Ms. Carlson agreed and we will have a form developed.

People offered to volunteer.

Earl concerned about assumption. Mr. Morris explained about an urban growth area versus a cityA brief discussion followed.

GOOD OF THE ORDER: None

ADJOURNMENT:

Ms. Carlson moved to adjourn the meeting at 8:00 pm. Mr. Morris seconded and the meeting adjourned.

Submitted by:

Sarah Carlson Date
Commissioner, Secretary

APPROVED:

Dan Burrus Date
Commissioner, President

Joe Morris Date
Commissioner, Treasurer