

FILED
Court of Appeals
Division II
State of Washington
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No. 51787-6-II

THE COURT OF APPEALS
OF THE STATE OF WASHINGTON
DIVISION II

JIMMY AND DEBORAH HILLIARD

Appellants;

v.

LEWIS COUNTY WATER & SEWER DISTRICT #5, VIRGIL FOX,
CAROL FOX AND KRISTINE CARTER,

Respondents.

REPLY BRIEF OF APPELLANTS

Attorneys for Jimmy and Deborah Hilliard

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I. INTRODUCTION

Jimmy and Deborah Hilliard hereby submit their reply to the responses filed by the Lewis County Water & Sewer District #5 (District) and Commissioners Virgil Fox, Carol Fox and Kristine Carter (Commissioners).

II. SUMMARY OF THE ARGUMENT

Jimmy and Deborah Hilliard show that the District and Commissioners violated the Open Public Meetings Act (OPMA) when they failed to properly approve the vouchers as required by RCW 36.22.090. They also show that the District and Commissioners violated the OPMA when they failed to provide 24 hour notice of the special meeting held August 19, 2016 because no emergency existed in the minds of the Commissioners.

III. ARGUMENT

A. THE DISTRICT AND COMMISSIONERS VIOLATED THE OPMA THEY FAILED TO HOLD A PUBLIC MEETING TO PROVIDE THE “PROPER APPROVAL” REQUIRED BY RCW 36.22.090 BEFORE SUBMITTING THE VOUCHERS FOR PAYMENT TO LEWIS COUNTY.

The Respondents would have this Court believe that the OPMA does not cover certain actions of a small district in approving payment vouchers and time sheets. In support of this argument, the Respondents

argue it is administrative in nature. This novel argument is not supported by case law nor is it supported by the facts.

RCW 36.22.090, the statute which requires the Lewis County Auditor to handle funds for the District, insists that the issuing of any warrant requires the “proper approval by the governing body thereof.” Courts must construe statutes such that all of the language is given effect.” *Rest. Dev., Inc. v. Cananwill, Inc.*, 150 Wn.2d 674, 682, 80 P.3d 598 (2003).

It is well settled that the word “shall” in a statute is presumptively imperative and operates to create a duty. The word “shall” in a statute thus imposes a mandatory requirement unless a contrary legislative intent is apparent.

Erection Co. v. Dep't of Labor & Indus. of State of Wash., 121 Wn.2d 513, 518, 852 P.2d 288, 291 (1993) (citations omitted). Therefore, since the District has one method of providing proper approval of matters – open public meetings, this method must be used both because of practical reasons and also because it is the proper method to approve payments.

When we interpret a statute, our primary objective is to ascertain and give effect to the intent of the legislature. We begin with the statute's plain language and ordinary meaning. Where the legislature has not defined a term, we may look to related statutes and dictionary definitions, as well as the statute's context, to determine the plain meaning of the term.

Buchheit v. Geiger, 192 Wn. App. 691, 696, 368 P.3d 509, 512 (2016) (citing *Cornu-Labat v. Hosp. Dist. No. 2 Grant County*, 177 Wn.2d 221, 231–32, 298 P.3d 741 (2013); *Dep't of Ecology v. Campbell & Gwinn, LLC*, 146 Wn.2d 1, 11, 43 P.3d 4 (2002)). The legislature has not defined what “proper approval” is.

If we look to the plain meaning, we find “proper” has many meanings, from excellent to strictly accurate.¹ It also defines a noun which is marked by “suitability, rightness or appropriateness.” *Id.* Approval is defined as “the act of approving something.”² The conclusion which must be drawn is that there must be some formal process to determine the appropriateness paying the particular invoice received by the District.

If RCW 36.22.090 is examined in conjunction with the OPMA, it is clear that the context requires a formal approval process. The use of artificial distinctions is frowned upon in the OPMA. In response to a similar argument, the Supreme Court ruled that “[t]he plain language of the statute does not support this distinction between action and discussions short of action, as the definition of “action” includes “discussion.” *Org. to Pres. Agr. Lands v. Adams Cty.*, 128 Wn.2d 869, 883 fn. 2, 913 P.2d 793

¹ Merriam-Webster Dictionary (2018), available at <https://www.merriam-webster.com/dictionary>.

² *Id.*

(1996). The intent of the OPMA is that both actions and deliberations be conducted openly. RCW 42.30.010.

The District has tried to rely on this Court's opinion in *Wood v. Battle Ground Sch. Dist.*, 107 Wn. App. 550, 563, 27 P.3d 1208, 1216 (2001), *Ruano v. Spellman*, 81 Wn.2d 820, 505 P.2d 447 (1973) and *Snohomish Improvement Alliance v. Snohomish County*, 61 Wn. App. 64, 808 P.2d 781 (1991) to argue the Hilliards are incorrect. The cases cited by the District are easily distinguishable.

Ruano involved a situation where actions by the voters of King County approved the issuance of general obligation bonds for the King Dome. *Id.* at 821. To adhere to the will of the voters, King County took specific actions necessary. *Id.* at 824. An initiative was subsequently filed to repeal the resolution and prevent the King Dome's construction. *Id.* At 822. In rendering its decision, the Supreme Court focused on what had gone on prior to the initiative. It focused on the fact that "[n]o new law would be involved in expending funds for those declared purposes." *Id.* At 824. Thus, only administrative decisions remained. Here, there had been no prior authorization for any specific payments therefore *Ruano* is distinguishable. Furthermore, the Supreme Court's holding in *Org. to Pres. Agr. Lands* supports the Hilliard's argument that the OPMA cannot be read narrowly as the Respondents would have this Court do.

Payments by commissioners to these same commissioners must require something more than a private confab between two commissioners which results in a voucher being approved.³ Expenditures of monies, even if for an appropriate purpose, require an open meeting for their approval. *See In re Recall of Ward*, 175 Wn.2d 429, 282 P.3d 1093 (2012).

In *Ward*, it was alleged that the decision to enroll the District in a retirement plan was done without a public meeting.⁴ *Id.* at 432-33. Having considered this matter, the Supreme Court felt there was sufficient evidence to permit this issue to go before the voters. *Id.* at 438-39. When doing so, it stated that

[t]hough it may be difficult to imagine what objection one might lodge against the enrollment, it was an improper use of their public role for Ward and Whittaker to work around the open public meetings requirement.

Id. at 439. Expanding this argument to require open public meetings to prevent possible self-dealing is the logical extension of this argument.

The holding in *Wood* is also applicable to the Hilliards' position. *Wood* dealt with the issue of whether or not email communications could violate the OPMA – they could. *Wood*, 107 Wn. App. 562-64. Each

³ Nor can one look at the voucher form to obtain guidance. The voucher form used by the District requires the signature of two commissioners attesting to the merits of the voucher. Because Lewis County generated the form, the logical conclusion is that having two signatures on the voucher is a requirement of Lewis County, not the OPMA and is therefore irrelevant to the issue of what is the proper procedure.

⁴ The recall targets apparently submitted a false set of minutes to claim it had been properly raised. *Id.* at 439.

voucher for payment requires the agency to engage in the proper approval before submittal to the county. RCW 36.22.090. The District was obligated to take an action approving the voucher. Since such an action falls under the OPMA requiring an open meeting – the District and the Commissioners violated the OPMA.

And, even if a distinction could be made between legislative and administrative, the Respondents had not done the necessary pre-approval to make it happen. When the District Board authorized Carter to make payment of normal bills, it only identified power and phone bills as “normal” – none other. CP 447. It specifically stated that “[i]n the case of unusual bills, such bills would be held for official Board approval at the next meeting.”⁵ *Id.* It was presented as a suggestion but not as a resolution or motion. If the District can argue that certain normal payments were permissible based upon this suggestion, then the Hilliards can argue that all non-normal payments required approval of the Board. And, what must also be true is since no such permission was given for payments to

⁵ This method was apparently agreed upon by all three Commissioners without notice of a formal motion in the minutes. In both Virgil Fox’s and Carter’s Declarations, they omitted the second part of the paragraph in the minutes which required submittal of unusual bills to the Board. CP 502, 578.

lawyers, the State Auditor's Office and the like, the Commissioners violated the OPMA.⁶

The trial court ruled there was no intentional violation. However, since the Commissioners themselves agree that all non-normal bills should be first approved by the Board, any such violation must be intentional, especially since it was a constant violation, necessitating penalties pursuant to RCW 42.30.120.

It is not clear who makes the determination what bills are normal. There are also many vouchers that the Secretary did not even sign, leaving open to the question if she actually approved the voucher.⁷ Nor was there an annual authorization for the new fiscal year nor was there a new authorization when a new secretary was appointed.

Then there are the payments made to the various commissioners. Review of the various payrolls shows payments made to the Commissioners in their various roles.⁸ CP 1073, 1110, 1148, 1153, 1170, 1194, 1214, 1220, 1227, 1241, 1291, 1301, 1316, 1329, 1346, 1357, 1395,

⁶ The Hilliards have attached two appendices referencing the subject matter of the vouchers and the time sheets. They are labeled Appendix F and Appendix G respectfully and are divided by the date two years prior to filing this lawsuit. In Appendices F and G, the prior meeting minutes are cited for the District's failure to bring up any bills, much less any non-normal bills. Note that date of invoices lies often between the last meeting and the date of the voucher.

⁷ Kristine Carter was secretary to Virgil Fox from 2010 to 2013, She was then elevated to a position as a Commissioner but continued her function as secretary and received payment for her services as secretary.

⁸ See Appendices F and G.

1409, 1431, 1450, 1474, 1486, 1518. Carter was paid for her secretarial role. Virgil Fox was paid for his work maintaining the equipment of the District. Then there are the reimbursements for personal expenses.⁹ CP 1141, 1144, 1206, 1215, 1218, 1223, 1272, 1320, 1362, 1393, 1407, 1435, 1463, 1469, 1531, 1543-44, 1639, 1654, 1675, 1700, 1820. Reimbursement for personal expenses could be done every other month as part of the regular agenda. No bills would become overdue and it would protect the interests of all the rate payers of the District. It is precisely for these type of records that an agency must hold public meetings. The public has the right to be informed of who is paying whom and for what. When the potential for self-dealing is large extra precautions must be taken.

B. THE COMMISSIONERS WERE PUT ON NOTICE THAT A PUBLIC MEETING WAS REQUIRED BY THE PLAIN LANGUAGE OF RCW 36.22.090.

The Commissioners had used the voucher process authorized by RCW 36.22.090 since the formation of the District in 2003. The language of the statute, although changed slightly in 2009, always required a proper approval process. The Commissioners had at least constructive knowledge of this statute and probably real knowledge because it is the statute which permits them to submit vouchers to Lewis County for payment. Thus each

⁹ See Appendices F and G.

Commissioner with constructive knowledge must be penalized for each violation pursuant to RCW 42.30.120.

C. CR 6 IS NOT JURISDICTIONAL THUS AN EXCEPTION CAN BE MADE.

The Supreme Court had made it quite clear that the rules on time are not jurisdictional and that trial courts may grant the relief sought. *Goucher v. J.R. Simplot Co.*, 104 Wn.2d 662, 665, 709 P.2d 774 (1985). Having denied the motion *sub silentio*, this issue is ripe for consideration by this Court. The Hilliards present sufficient evidence establishing they were provided incomplete discovery answers which established what they needed to learn and that the new evidence would very likely establish a genuine issue of material fact. *See Butler v. Joy*, 116 Wn. App. 291, 65 P.3d 671 (2003).

As for compelling discovery responses, there was less than a month between the first incomplete discovery production and the summary judgment being filed. The District cites *Bavand v. OneWest Bank*, 196 Wn. App. 813, 822, 385 P.3d 233, 239 (2016) to support its position. Unfortunately for the District, it does not support their position because Bavand requested the continuance almost four years after the complaint was filed. Here, the summary judgment motion was filed five months after the first notice of appearance was filed. The Hilliards were

not laggard in their discovery requests but never had the opportunity to identify with specificity the exact documents sought before taking the depositions of the Commissioners.

D. THE FACTS ESTABLISHED THAT THE RESPONDENTS TREATED THE MEETING AS SPECIAL AND THAT THE ACTIONS TAKEN TO REPLACE THE PUMP ESTABLISHED NO SENSE OF URGENCY.

The Respondents, one and all, have argued that the meeting held August 19, 2016 was an emergency meeting.¹⁰ However, the actions of the Respondents, both in fact and procedure belie this assertion. In its first memorandum in support of the summary judgment motion, the District argued that it had properly noticed the special meeting “more than 24 hours prior to the special meeting,” citing the Declaration of Carol Fox, ¶ 8. CP 310, 471-72. The District then filed an amended memorandum in which the same argument citing to the same declaration was made. CP 532. The Commissioner’s summary judgment motion made no mention of this particular meeting and whether or not it was special or emergency. CP 546-568.

The Hilliards then challenged whether or not there was a genuine issue of material fact as to whether or not the notice of the special meeting on August 19, 2016 was properly noticed. CP 721. At this point, all parties

¹⁰ The District joined the Commissioners’ argument on this issue.

were treating the meeting as special and not an emergency. The trial court agreed with the Hilliards and ruled “[t]here [was] a disputed question of material fact as to whether the District posted notice of the August 19, 2016. Special meeting in the manner required by RCW 42.30.080.”¹¹ CP 2365. The ruling obviously included no mention of the meeting being an emergency meeting.

The Respondents also took an additional non-emergency action during the August 19, 2016 meeting by approving the minutes of the June 8, 2016 meeting. “The Commissioners approved minutes from the June 8, 2016, meeting during this meeting.” Complaint, CP 151, ¶ 1447, Commissioners’ Answer CP 283, District’s Answer 2742. This is further evidence that the meeting was deemed a special meeting by the participants. This is because an emergency must involve threat of injury or damage to persons or property. RCW 42.30.080(4). Approving meeting minutes certainly does not meet this requirement, further evidence the August 19, 2016 meeting was a special meeting.

It was only in the Amended and Supplemental Declaration of Carol Fox was it acknowledged that the District failed to provide the necessary

¹¹ The Hilliards were forced to file a motion for reconsideration after the Respondents presented the order approved by counsel with additional unapproved language presented *sua sponte* at the present hearing for which the Hilliard’s counsel was not present. The trial court agreed with the Hilliards and reinstated the Commissioners it had previously dismissed. CP 2471.

24 hour notice.¹² Amended and Supplemental Declaration of Carol Fox, ¶ 82781-83. In this declaration, she stated that District Manager (and husband), Virgil Fox, had told her to quickly prepare “**a notice of special meeting**” because it “needed to be posted 24 hours before the special meeting.” *Id.*, ¶ 3. CP 2781 (emphasis added). Carol Fox claimed the prior claim of timely filing was a memory lapse. *Id.* However, such lapse did not happen in a vacuum because she had access to her husband who both arranged to get the pump fixed and called her to arrange for the notice.¹³

The Respondents only argued that it was an emergency meeting after they were caught incorrectly stating they had posted the notice of the special meeting more than 24 hours prior to the meeting as required by RCW 42.30.080(2). They were obviously knowledgeable about the notice requirements of the OPMA for special meetings in RCW 42.30.080(2)(c). They must have also been knowledgeable about dispensing with notice in case of an emergency involving “injury or damage to persons or property” including the likelihood of this happening. RCW 42.30.080(4). If they had intended the meeting to be an emergency meeting, they would not

¹² Carol Fox claimed that she amended her declaration in light of new information on the posting of the notice of the special meeting on August 19, 2016. 2781-82.

¹³ In his second declaration, Virgil Fox described the morning of August 18, 2016. He waited until after 7 a.m. to call two businesses that might be able to fix or replace the pump. Second Declaration of Virgil Fox, 2494. He then states he called his wife Carol to post the notice of the special meeting. To credit Carol Fox and Virgil Fox with not talking to each other or with their counsel when drafting their declarations exceeds belief.

have bothered posting the notice and they would have never claimed the notice was timely posted – neither was required a statutory requirement of the OPMA.

It is also critical to understand that the testimony of the expert is irrelevant to whether or not the meeting was treated as a special or emergency meeting. His comments about the existing system do not address the state of mind of any of the Commissioners when the meeting was called. His comments does not address why the Commissioners treated the meeting as a special meeting, not an emergency meeting. His declaration is completely irrelevant to the issue present in this case.

Finally, the timeline totally betrays the Commissioner's assertion that the failure of the pump was treated as an emergency. Mr. Fox stated that he learned that the pump had gone bad August 15th. 2493, ¶ 8. He claimed that he only removed it on August 17th and he did not try to locate a vender to repair the pump until August 18th. *Id.* ¶¶ 10, 12. Having located a vender, he then contacted his wife to post the notice of the special meeting for the next day. If Mr. Fox had felt it was an emergency on August 15th, he could have immediately called for an emergency meeting and asked for permission to either fix the problem or buy a new pump. Having been granted that permission, he could have effectuated the

repair or replacement immediately. The actions were not those of an individual in a hurry to protect property.

Virgil Fox was so sure about obtaining permission to try to repair the pump that he delivered it to L & L Machinery prior to the general meeting held the morning of the 19th. ¶ 12. As he noted in his declaration, Virgil Fox called his wife Carol Fox while on his way to drop off the pump. ¶ 13. Fixing the pump would obviously save money but there was no guarantee it could be fixed. So Mr. Fox took the economic solution over the quick solution – again not justifying calling the August 19th meeting an emergency.

What happened next puts a lie to the claim that it was an emergency meeting. After dropping off the pump, it took Mr. Fox 13 days to pick up the pump from L & L Machinery.¹⁴ CP 2537, 2573. The invoice shows 10 hours of labor at one price, so clearly there was no overtime worked. *Id.* After the pump was picked up, it took him another 8 days before the installation began which itself took three days.. CP 2573. From start (pump failure) to finish (final installation) was a total of 26 days.

¹⁴ Line item 10 shows that the pump was delivered August 18, 2016 and was picked up August 31, 2016, hence 13 days. The note says September 1, 2016 but given that Mr. Lawson's work schedule was done contemporaneously, the pump was most likely picked up the 31st.

Consider the possible sequence of events if it truly was an emergency. After discovering the non-functioning pump on August 15, 2016, a solution to either fix or replace the pump would have been made by the end of day, August 16th. An emergency session of the Board could be conducted with a two-person quorum (both Virgil and Carol Fox could hold the meeting). Assuming the same company was used for repair, the pump would have been delivered for repair by August 17th. After quickly disassembling the pump, the service repair kit would have been ordered. CP 2519. Delivery would take 24 hours.¹⁵ Then there was 10 hours of work performed. *Id.* August 17th was a Wednesday. If it was truly an emergency, the parts would arrive by the 19th and the work could be completed on Saturday, the 20th. The pump could then have been picked up no later than the 22nd and installed by the 24th. Therefore, difference between the hypothetical emergency pump repair and the actual pump repair is stark – over 2 weeks (17 days). All evidence points to a lack of a sense of emergency on the part of the commissioners necessitating a special meeting and 24 hour notice. Because the 24-hour notice requirement was violated, the Commissioners knowingly violated the OPMA.

¹⁵

IV. CONCLUSION

The Hilliards respectfully ask this Court find that the Respondents failed to hold public meetings to approve both vouchers and time sheets. They ask that it be remanded on the issue of intent so that they may conduct discovery on this issue. They further ask that this Court find that if, on remand, it is determined that the Respondents intentionally violated the OPMA, that they be individually penalized for each separate violation.

The Hilliards also ask that this Court find the Respondents intentionally violated the OPMA by not providing proper notice for the August 19, 2016 special meeting and having not done so, individually pay the appropriate penalty, attorney fees and costs. Finally, the Hilliards ask this Court grant reasonable attorney fees and costs on appeal and to remand this case back to the trial court for eventual determination of costs and fees below.

Respectfully submitted this 30st day of August, 2018.

Attorneys for Jimmy and Deborah Hilliard

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CERTIFICATE OF SERVICE

The undersigned certifies under penalty of perjury according to the laws of the State of Washington that on this date I caused to be served in the manner noted below a copy of the foregoing document on the Respondents in this case:

VIA U.S. MAIL [**first class**] [priority] [express]
 VIA HAND DELIVERY
 VIA FACSIMILE
 VIA ELECTRONIC MAIL [by prior agreement]

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August 30, 2018
Date

LIST OF APPENDICES

F. 96 vouchers and time sheets signed prior to February 3, 2015 referencing voucher subjects and minutes of meetings prior to the presentation of the voucher to Lewis County.

G. 167 vouchers and time sheets signed after February 3, 2015 referencing voucher subjects and minutes of meetings prior to the presentation of the voucher to Lewis County.

APPENDIX F

**PAYMENT VOUCHERS AND PAYROLL TIME SHEETS
DECEMBER 3, 2013 AND FEBRUARY 3, 2015**

Item	Item Signed by Commissioners / Date	Routine Billing / Invoices	Non-Routine Billing / Invoices	Date of Invoice / Receipt	Document Clerk's Papers No.	Minutes of Prior Meeting	Minutes - Clerk's Papers No.
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for V. Fox & K. Carter - \$1,105.00	(Not Dated)	1073	10/09/2013 ¹	2178
U19611	V. Fox 12/03/2013 C. Fox 12/03/2013		Mano, Mckerricher, & Paroutaud, PC - legal services - \$1,752.50	10/24/2013	1074 - 1078	10/09/2013	2178
U19613	K. Carter 12/03 /2013 V. Fox (Not Dated)		Personal Expenses claimed by K. Carter - \$248.40	12/01/2013, 12/03/2013	1079 - 1080	10/09/2013	2178
U20645	K. Carter 12/09/2013 V. Fox 12/09/2013		Personal Expenses claimed by V. Fox - \$32.25	12/04/2013, 12/04/2013	1081 - 1082	10/09/2013	2178
U20651	K. Carter 12/09/2013 V. Fox 12/09/2013	Toledo Tel – \$106.50		12/01/2013	(Voucher Not Entered into Record) 1083 - 1086	10/09/2013	2178
U20658	K. Carter 12/09/2013 V. Fox 12/09/2013	Toledo Tel – \$264.19		11/01/2013	1087 - 1092	10/09/2013	2178
U20662	K. Carter 12/09/2013 V. Fox 12/09/2013		Lewis County Auditor – 2013 accounting services - \$163.00	11/26/2013	1093 - 1094	10/09/2013	2178
U20665	K. Carter 12/09/2013 V. Fox 12/09/2013	Lewis County PUD - \$163.56		12/03/2013	1095 - 1096	10/09/2013	2178
U20669	K. Carter 12/09/2013 V. Fox 12/09/2013	Lab – water testing – \$24.00		11/21/2013	1097 - 1098	10/09/2013	2178
U20672	K. Carter 12/09/2013	District #2 –		11/20/2013	1099 - 1101	10/09/2013	2178

¹ Previous Commissioners Gary Fox, Rick Ditri, and Brad Olsen with Secretary K. Carter and Manager Virgil Fox.

	V. Fox 12/09/2013	sewer services - \$306.18					
U21465	K. Carter 12/09/2013 V. Fox 12/09/2013		Print Shop – documentation for State Audit - \$24.99	12/04/2013	1102 - 1103	10/09/2013	2178
U20684	V. Fox 12/17/2013 C. Fox 12/17/2013	HACH – chlorine - \$64.09		12/10/2013	1104 -1105	12/11/2013	612 - 619
U02708	V. Fox 12/17/2013 C. Fox 12/17/2013		Lewis County – General Election costs - \$65.31	12/10/2013	1106 -1107	12/11/2013	612 - 619
U22163	K. Carter 12/28/2013 V. Fox 12/28/2013 C. Fox 12/28/2013		Personal Expenses claimed by c. Fox - \$64.54	12/19/2013, 12/19/2013	1108 - 1109	12/11/2013	612 - 619
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		JAN 2014 Payroll for V. Fox & K. Carter - \$1,067.50	(Not Dated)	1110	12/11/2013	612 - 619
U21464	V. Fox 01/01/2014 C. Fox 01/01/2014	Lewis County PUD - \$29.58		12/26/2013	1111 - 1112	12/11/2013	612 - 619
U21466	V. Fox 01/01/2014 C. Fox 01/01/2014	Lab - water testing - \$24.00		12/26/2013	1113 - 1114	12/11/2013	612 - 619
U21467	V. Fox 01/01/2014 C. Fox 01/01/2014		Mano, Mckerricher, & Paroutaud, PC - legal services - \$146.25	12/19/2013	1115 - 1116	12/11/2013	612 - 619
U22157	V. Fox 01/08/2014 C. Fox 01/08/2014	Toledo Tel – \$106.50		01/01/2014, 01/01/2014	1117 - 1121	12/11/2013	612 - 619
V11267	V. Fox 01/08/2014 C. Fox 01/08/2014	LECO – chlorine - \$50.88		12/28/2013	1122 -1123	12/11/2013	612 - 619
V11268	V. Fox 01/08/2014 C. Fox 01/08/2014		Print Shop – copies for State Audit - \$152.63	12/31/2013, 12/18/2013	1124 - 1126	12/11/2013	612 - 619
U22156	V. Fox 01/15/2014 C. Fox 01/15/2014		District #2 – sewer services - \$528.42	01/06/2014, 01/06/2014, 01/06/2014	1127 - 1130	12/11/2013	612 - 619

U22164	V. Fox 01/15/2014 C. Fox 01/15/2014	Lewis County PUD - \$198.76		01/08/2014	1131 - 1132	12/11/2013	612 - 619
V11689	K. Carter 01/18/2014 V. Fox (Not Dated)		WASWD – 2014 membership dues - \$42.35	01/14/2014	1133 - 1134	12/11/2013	612 - 619
V11739	K. Carter 01/18/2014 V. Fox 01/18/2014		The Chronicle – public notice for system manager - \$42.05	01/09/2014	1135 - 1136	12/11/2013	612 - 619
V14610	K. Carter 01/20/2014 V. Fox 01/2014		State Auditor – statutory audit services - \$710.60	01/14/2014	1137 - 1138	12/11/2013	612 - 619
V11610	K. Carter 01/30/2014 V. Fox 01/30/2014	Lab – water testing - \$24.00		01/27/2014	1139 - 1140	12/11/2013	612 - 619
V11678	K. Carter 01/29/2014 V. Fox 01/30/2014		Personal Expenses claimed by K. Carter - \$198.32	01/23/2014, 01/18/2013, 01/07/2014	1141 - 1143	12/11/2013	612 - 619
V11679	K. Carter 01/30/2014 V. Fox 01/30/2014		Personal Expenses claimed by V. Fox - \$79.40	01/08/2014, 01/03/2014	1144 - 1147	12/11/2013	612 - 619
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for V. Fox & K. Carter - \$1,082.50	(Not Dated)	1148	02/12/2014	Not Entered into Record
V12875	V. Fox 02/17/2014 C. Fox 02/17/2014		State Auditor – statutory audit services - \$543.30	02/13/2014	1149 - 1150	02/12/2014	Not Entered into Record
V12877	V. Fox 02/14/2014 C. Fox 02/17/2014	Lab – water testing - \$24.00		02/13/2014	1151 - 1152	02/12/2014	Not Entered into Record
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for V. Fox & K. Carter - \$1,003.75	(Not Dated)	1153	02/12/2014	Not Entered into Record
V14609	V. Fox 03/11/2014 C. Fox 03/11/2014		Print Shop – copying to Large Format - \$29.16	03/07/2014	1154 - 1155	02/12/2014	Not Entered into Record

V14611	V. Fox 03/11/2014 C. Fox 03/11/2014		Print Shop – copying for data request - \$37.71	02/25/2014	1156 - 1157	02/12/2014	Not Entered into Record
V14612	V. Fox 03/11/2014 C. Fox 03/11/2014	Lab – water testing - \$48.00		02/24/2014	1158 - 1159	02/12/2014	Not Entered into Record
V14613	V. Fox 03/11/2014 C. Fox 03/11/2014	Lewis County PUD - \$258.42		03/03/2014, 02/19/2013	1160 - 1162	02/12/2014	Not Entered into Record
V14614	V. Fox 03/11/2014 C. Fox 03/11/2014	Toledo Tel - \$107.34		03/01/2014, 03/01/2014	1163 - 1167	02/12/2014	Not Entered into Record
V15261	V. Fox 03/11/2014 C. Fox 03/11/2014		Kathleen Callison, PS - legal services - \$750.00	02/01/2014	1168 - 1169	02/12/2014	Not Entered into Record
Time Sheet	K. Carter (Not Dated) V. Fox (Not Dated)		Payroll for V. Fox & K. Carter - \$1,011.25	(Not Dated)	1170	02/12/2014	Not Entered into Record
V15772	K. Carter 04/07/2014 V. Fox 04/07/2014		District #2 – sewer treatment services - \$617.88	03/17/2014, 04/01/2014.0 3/17/2014, 04/01/2014	1171 - 1175	02/12/2014	Not Entered into Record
V15774	K. Carter 04/07/2014 V. Fox 04/07/2014	Lab – water testing - \$24.00		03/12/2014	1176 - 1177	02/12/2014	Not Entered into Record
V15775	K. Carter 04/07/2014 V. Fox 04/07/2014	Toledo Tel - \$107.34		04/01/2014, 04/01/2014	1178 - 1182	02/12/2014	Not Entered into Record
V17146	K. Carter 04/07/2014 V. Fox 04/07/2014		State Auditor – Statutory audit services - \$1,045.00	03/14/2014	1183 - 1184	02/12/2014	Not Entered into Record
V17148	K. Carter 04/07/2014 V. Fox 04/07/2014		Hatton Godat Pantier - engineer consulting - \$362.50	03/31/2014	1185 - 1186	02/12/2014	Not Entered into Record
V17145	K. Carter 04/29/2014 V. Fox 04/29/2014	Lewis County PUD - \$247.10		04/09/2014, 04/18/2014	1187 - 1189	04/09/2014	Not Entered into Record
V17147	K. Carter 04/29/2014 V. Fox 04/29/2014	Lab – water testing - \$24.00		04/22/2014	1190 - 1191	04/09/2014	Not Entered into Record
V18332	K. Carter 04/29/2014	NWS –		04/22/2014	1192 - 1193	04/09/2014	Not Entered

	V. Fox 04/29/2014	management services - \$450.00					into Record
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for V. Fox & K. Carter - \$748.00	(Not Dated)	1194	04/09/2014	Not Entered into Record
V17780	K. Carter 05/08/2014 V. Fox 05/08/2014		District #2 – sewer treatment services - \$291.05	04/30/2014, 04/30/2014	1195 - 1197	04/09/2014	Not Entered into Record
V17781	K. Carter 05/08/2014 V. Fox 05/08/2014	Toledo Tel - \$106.50		05/01/2014, 05/01/2014	1198 - 1201	04/09/2014	Not Entered into Record
V18331	V. Fox 05/15/2014 C. Fox 05/15/2014		Dept of Health – Operating Permits - \$253.25	06/28/2014	1202 - 1203	04/09/2014	Not Entered into Record
V18333	V. Fox 05/15/2014 C. Fox 05/15/2014	Lewis County PUD - \$184.95		04/30/2014	1204 - 1205	04/09/2014	Not Entered into Record
V19412	K. Carter 05/27/2014 V. Fox 05/24/2014		Personal expenses claimed by V. Fox - \$367.08	02/25/2014, 03/25/2014, 04/07/2014, 05/01/2014, 03/13/2014	1206 - 1213	04/09/2014	Not Entered into Record
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for V. Fox & K. Carter - \$300.00	(Not Dated)	1214	04/09/2014	Not Entered into Record
V19411	K. Carter 06/04/2014 V. Fox 06/04/2014		Personal expenses claimed by K. Carter - \$53.13	06/03/2014, 05/29/2014, 05/16/2014	1215 - 1217	04/09/2014	Not Entered into Record
V20419	K. Carter 06/23/2014 C. Fox 06/23/2014		Personal expenses claimed by K. Carter - \$64.78	06/23/2014	1218 - 1219	06/11/2014	632 - 634
Time Sheet	C. Fox (Not Dated) V. Fox (Not Dated)		Payroll for K. Carter - \$326.25	(Not Dated)	1220	07/07/2014	887 - 888
V21538	V. Fox 07/08/2014 C. Fox 07/08/2014	HACH – chlorine - \$64.08		07/01/2014	1221 - 1222	07/07/2014	887 - 888
V22446	K. Carter 07/24/2014 V. Fox 07/24/2014		Personal expenses claimed by V. Fox -	07/23/2014	1223 - 1224	07/07/2014	887 - 888

			\$51.29				
V22443	V. Fox 07/25/2014 C. Fox 07/25/2014	NWS – management services - \$274.15		07/25/2014	1225 - 1126	07/07/2014	887 - 888
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$292.50	(Not Dated)	1227	08/06/2014	2228 – 2239, 636 - 638
V24456	V. Fox 08/25/2014 C. Fox 08/25/2014		Vander, Stoep, Remund, Blinks & Jones – legal services \$472.50	07/17/2014, 06/30/2014	1228 -1230	08/06/2014	2228 – 2239, 636 - 638
V24457	V. Fox 08/25/2014 C. Fox 08/25/2014	Lewis County PUD - \$91.03		08/21/2014	1231 - 1132	08/06/2014	2228 – 2239, 636 - 638
V24458	V. Fox 08/25/2014 C. Fox 08/25/2014		District #2 – sewer treatment services - \$760.82	08/06/2014, 08/06/2014, 08/6/2014	1233 - 1236	08/06/2014	2228 – 2239, 636 - 638
V24459	V. Fox 08/25/2014 C. Fox 08/25/2014	NWS – management services - \$341.73		08/25/2014	1237 - 1238	08/06/2014	2228 – 2239, 636 - 638
V24461	V. Fox 08/25/2014 C. Fox 08/25/2014		Nicholson & Assoc. Insurance -policy extension \$623.29	08/15/2014	1239 - 1240	08/06/2014	2228 – 2239, 636 - 638
Time Sheet	C. Fox (Not Dated) V. Fox (Not Dated)		Payroll for K. Carter - \$315.00	(Not Dated)	1241	08/06/2014	2228 – 2239, 636 - 638
V24851	K. Carter 09/01/2014 V. Fox 09/01/2014		Foxes’ loan – \$2,582.58	09/01/2014	1242 - 1271	08/06/2014	2228 – 2239, 636 - 638
V24854	K. Carter 09/03/2014 V. Fox 09/03/2014		Personal expenses claimed by V. Fox - \$82.03	07/27/2014, 07/15/2014, 07/14/2014, 07/31/2014, 08/19/2014	1272	08/06/2014	2228 – 2239, 636 - 638
V24852	C. Fox 09/10/2014 V. Fox 09/10/2014	Toledo Tel - \$106.50		09/01/2014 09/01/2014	1279	08/06/2014	2228 – 2239, 636 - 638

V24853	C. Fox 09/10/2014 V. Fox 09/10/2014	Lewis County PUD - \$211.18		09/05/2014	1284	08/06/2014	2228 – 2239, 636 - 638
V25746	C. Fox 09/23/2014 V. Fox 09/23/2014		District #2 – sewer treatment services - \$251.18	09/15/2014, 09/15/2014	1286	08/06/2014	2228 – 2239, 636 - 638
V25747	C. Fox 09/23/2014 V. Fox 09/23/2014		Tritex Oil Company – Diesel fuel for generator \$598.85	09/11/2014	1289	08/06/2014	2228 – 2239, 636 - 638
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter \$255.00	(Not Dated)	1291	08/06/2014	2228 – 2239, 636 - 638
V26633	V. Fox 10/01/2014 C. Fox 10/01/2014	NWS – management services - \$284.50		09/25/2014	1292	08/06/2014	2228 – 2239, 636 - 638
V26636	V. Fox 10/01/2014 C. Fox 10/01/2014	Toledo Tel - \$106.50		10/01/2014, 10/01/2014	1294	08/06/2014	2228 – 2239, 636 - 638
V28245	V. Fox 10/25/2014 C. Fox 10/25/2014	NWS – management services - \$456.43		10/25/2014, 10/25/2014	1299	10/08//2014	2231 – 2254, 599 - 610
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$315.00	(Not Dated)	1301	10/08//2014	2231 – 2254, 599 - 610
V28636	V. Fox 11/07/2014 C. Fox 11/07/2014	Toledo Tel - \$106.50		11/01/2014, 11/01/2014	1302	10/08//2014	2231 – 2254, 599 - 610
V28643	V. Fox 11/07/2014 C. Fox 11/07/2014	Lewis County PUD - \$254.45		11/04/2014, 10/22/2014	1307	10/08//2014	2231 – 2254, 599 - 610
V28649	V. Fox 11/07/2014 C. Fox 11/07/2014		District #2 – sewer treatment services - \$442.29	10/31/2014, 10/31/2014	1310	10/08//2014	2231 – 2254, 599 - 610
V29104	V. Fox 11/17/2014 C. Fox 11/17/2014	Foxes' loan to District - \$2,584.58		11/01/2014	1313	10/08//2014	2231 – 2254, 599 - 610
Time Sheet	C. Fox (Not Dated) V. Fox (Not Dated)		Payroll for K. Carter - \$277.50	(Not Dated)	1316	10/08//2014	2231 – 2254, 599 - 610

V29858	K. Carter 12/02/2104 C. Fox 12/02/2014	Foxes' loan to District - \$2,584.58		12/01/2014	1317	10/08//2014	2231 – 2254, 599 - 610
V29859	K. Carter 12/02/2104 C. Fox 12/02/2014		Personal expenses claimed by V. Fox - \$98.00	09/03/2014	1320	10/08//2014	2231 – 2254, 599 - 610
V29860	V. Fox 12/02/2014 C. Fox 12/02/2014	NWS – management services - \$296.00		11/28/2014	1321	10/08//2014	2231 – 2254, 599 - 610
V29861	V. Fox 12/02/2014 C. Fox 12/02/2014		Nicholson & Assoc. Insurance – new policy \$2,630.60	11/11/2014	1323	10/08//2014	2231 – 2254, 599 - 610
V30720	V. Fox 12/12/2014 C. Fox 12/12/2014	Lewis County PUD - \$118.55		12/05/2014	1325	12/10/2014	689 - 695
V30721	K. Carter 12/12/2014 C. Fox 12/12/2014		WASWD – 2015 dues - \$42.35	12/09/2014	1327	12/10/2014	689 - 695
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$270.00	(Not Dated)	1329	12/10/2014	689 - 695
X00176	K. Carter 01/08/2015 V. Fox 01/08/2015	Foes loan - \$2,587.58		01/01/2015	1330	12/10/2014	689 - 695
X00177	V. Fox 01/08/2015 C. Fox 01/08/2015	Lewis County PUD - \$183.64		01/05/2015, 12/23/2014	1333 - 1335	12/10/2014	689 - 695
X00178	V. Fox 01/08/2015 C. Fox 01/08/2015	Toledo Tel - \$107.34		01/01/2014, 01/01/2014	1336 - 1340	12/10/2014	689 - 695
X00179	V. Fox 01/08/2015 C. Fox 01/08/2015	NWS – management services - \$273.00		12/25/2014	1341 - 1342	12/10/2014	689 - 695
X01659	K. Carter 01/29/2015 V. Fox 01/29/2015	NWS – management services - \$250.00		01/25/2015	1343 - 1344	01/15/2015	2256 – 2261

APPENDIX G

**PAYMENT VOUCHERS AND PAYROLL TIME SHEETS
FEBRUARY 3, 2015 AND FEBRUARY 2, 2017**

Item	Item Signed by Commissioners / Date	Routine Billing / Invoices	Non-Routine Billing / Invoices	Date of Invoice / Receipt	Document Clerk's Papers No.	Minutes of Prior Meeting	Minutes - Clerk's Papers No.
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$322.50	(Not Dated)	1346	01/15/2015	2256 - 2261
X01657	K. Carter 02/05/2015 V. Fox 02/05/2015	Foxes' loan to District - \$2,587.58		02/01/2015	1347	01/15/2015	2256 - 2261
X01658	K. Carter 02/05/2015 V. Fox 02/05/2015	Lewis County PUD - \$152.91		01/30/2015	1348 - 1349	01/15/2015	2256 - 2261
X02030	K. Carter 02/17/2015 V. Fox 02/17/2015		District #2 – sewer treatment services - \$200.00	12/05/2014	1350 - 1354	02/11/2015	697 - 698
X01665	K. Carter 02/17/2015 V. Fox 02/17/2015	LECO – chlorine - \$53/47		02/10/2015	1355 - 1356	02/11/2015	697 - 698
Time Sheet	C. Fox (Not Dated) V. Fox (Not Dated)		Payroll for K. Carter - \$300.00	(Not Dated)	1357	02/11/2015	697 - 698
X02469	V. Fox 03/02/2015 C. Fox 03/02/2015	Lewis County PUD - \$39.60		02/17/2015	1358 - 1359	02/11/2015	697 - 698
X02470	V. Fox 03/02/2015 C. Fox 03/02/2015	NWS – management services - \$300.25		02/25/2015	1360 - 1361	02/11/2015	697 - 698
X02874	K. Carter 03/07/2015 C. Fox 03/07/2015		Personal expenses claimed by K. Carter - \$61.90	10/31/2014, 03/31/2015, 10/23/2014	1362 - 1364	02/11/2015	697 - 698
X03291	C. Fox 03/10/2015 V. Fox 03/10/2015	Lewis County PUD - \$203.43		03/31/2015	1365 - 1366	02/11/2015	697 - 698
X03292	C. Fox 03/10/2015 V. Fox 03/10/2015	Toledo Tel - \$106.50		03/01/2015, 03/01/2015	1367 - 1371	02/11/2015	697 - 698
X03366	C. Fox 03/17/2015	Foxes' loan to		03/01/2015	1372	02/11/2015	697 - 698

	V. Fox 03/17/2015	District - \$2,587.58					
X03382	C. Fox 03/17/2015 V. Fox 03/17/2015		District #2 – sewer treatment services - \$287.20	03/21/2015, 03/02/2015	1373 - 1376	02/11/2015	697 - 698
X03400	C. Fox 03/17/2015 V. Fox 03/17/2015		Davis Wright Tremaine LLP – legal services \$1,886.00	03/28/2012, 07/30/2012, 09/24/2012	1377 - 1390	02/11/2015	697 - 698
X04295	C. Fox 03/31/2015 V. Fox 03/31/2015	NWS – management services - \$227.25		03/25/2015	1391 - 1392	02/11/2015	697 - 698
X04576	K. Carter 03/31/2015 V. Fox 03/31/2015		Personal expenses claimed by V. Fox - \$51.15	03/24/2015	1393 - 1394	02/11/2015	697 - 698
Time Sheet	C. Fox (Not Dated) V. Fox (Not Dated)		Payroll for K. Carter - \$315.00	(Not Dated)	1395	02/11/2015	697 - 698
X04294	C. Fox 04/01/2015 V. Fox 04/01/2015	Foxes’ loan to District - \$2,587.58		04/11/2015	1396	02/11/2015	697 - 698
X05015	C. Fox 04/03/2015 V. Fox 04/03/2015		LCWS District #2 – sewer treatment services - \$288.34	04/03/2015, 04/03/2015	1397 - 1399	02/11/2015	697 - 698
X05011	C. Fox 04/09/2015 V. Fox 04/09/2015	Lewis County PUD - \$160.04		03/31/201	1400 - 1401	02/11/2015	697 - 698
X05013	C. Fox 04/09/2015 V. Fox 04/09/2015	Toledo Tel - \$106.50		03/31/2015	1402 - 1406	02/11/2015	697 - 698
X06491	K. Carter 04/17/2015 V. Fox 05/05/2015		Personal expenses claimed by V. Fox - \$112.86	12/08/2014	1407 - 1408	02/11/2015	697 - 698
Time Sheet	K. Carter (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$281.25	(Not Dated)	1409	02/11/2015	697 - 698
X06486	K. Carter 05/05/2015 V. Fox 05/05/2015	Foxes’ loan to District - \$2,587.58		05/01/2015	1410	02/11/2015	697 - 698

X06488	V. Fox 05/05/2015 C. Fox 05/05/2015		Dept. of Health – 2015 operating permits - \$281.25	06/28/2015	1411 - 1413	02/11/2015	697 - 698
X06489	V. Fox 05/05/2015 C. Fox 05/05/2015		Skyline Pump – repair to sewer pumps \$362.64	04/02/2015	1414 - 1415	02/11/2015	697 - 698
X06490	V. Fox 05/05/2015 C. Fox 05/05/2015	Lewis County PUD - \$295.83		04/30/2015, 04/22/2015	1416 - 1418	02/11/2015	697 - 698
X07242	K. Carter 05/16/2015 C. Fox 05/16/2015		LCWS District #2 – disputed sewer services paid only \$280.50	05/05/2015, 05/05/2015	1419 -1421	02/11/2015	697 - 698
X07243	K. Carter 05/16/2015 C. Fox 05/16/2015		Skyline Pump – service call to prime sewer pumps \$218.30	05/05/2015	1422 -1423	02/11/2015	697 - 698
X07244	K. Carter 05/16/2015 C. Fox 05/16/2015	Toledo Tel - \$106.50		05/01/2015, 05/01/2015	1424 - 1428	02/11/2015	697 - 698
X07245	K. Carter 05/16/2015 C. Fox 05/16/2015	NWS – management services - \$278.48		04/25/2015	1429 - 1430	02/11/2015	697 - 698
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$277.50	(Not Dated)	1431	06/10/2015	908, 2028 - 2032
X09543	K. Carter 06/30/2015 V. Fox 06/30/2015	HACH – chlorine - \$63.17		06/17/2015	1432 - 1433	06/10/2015	908, 2028 - 2032
X09544	K. Carter 06/30/2015 V. Fox 06/30/2015	Foxes’ loan to District - \$2,587.58		07/01/2015	1434	06/10/2015	908, 2028 - 2032
X09545	K. Carter 06/30/2015 V. Fox 06/30/2015		Personal expenses claimed by K. Carter - \$105.15	06/30/2015	1435 -1436	06/10/2015	908, 2028 - 2032
X09546	K. Carter 06/30/2015 V. Fox 06/30/2015	NWS – management services - \$341.33		08/25/2015	1437 - 1438	06/10/2015	908, 2028 - 2032
Time Sheet	K. Carter (Not Dated) V. Fox (Not Dated)		Payroll for K. Carter - \$315.00	(Not Dated)	1439	06/10/2015	908, 2028 - 2032

X10659	K. Carter 07/10/2015 V. Fox 07/10/2015	Lewis County PUD - \$312.02		07/02/2015, 06/18/2015	1440 -1442	06/10/2015	908, 2028 - 2032
X10660	K. Carter 07/10/2015 V. Fox 07/10/2015	LECO - chlorine - \$55.11		07/10/2015	1443 -1444	06/10/2015	908, 2028 - 2032
(X10989)	K. Carter 07/16/2015 V. Fox 07/16/2015	Toledo Tel - \$108.63		07/01/2015, 07/01/2015	1445 - 1450	06/10/2015	908, 2028 - 2032
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$240.00	(Not Dated)	1450	06/10/2015	908, 2028 - 2032
X11668	V. Fox 08/01/2015 C. Fox 08/01/2015	NWS – management services - \$254.25		07/25/2015	1451 -1452	06/10/2015	908, 2028 - 2032
X11669	K. Carter 08/01/2015 V. Fox 08/01/2015	Foxes’ loan to District - \$2,587.58		08/01/2015	1453	06/10/2015	908, 2028 - 2032
X11670	V. Fox 08/01/2015 C. Fox 07/28/2015		Skyline Pump – replace contactors in reservoir \$388.08	07/07/2015	1454 -1455	06/10/2015	908, 2028 - 2032
X12544	K. Carter 08/03/2015 V. Fox 08/03/2015	Lewis County PUD - \$227.92		07/31/2015	1456 - 1457	06/10/2015	908, 2028 - 2032
X12545	V. Fox 08/17/2015 C. Fox 08/17/2015	Toledo Tel - \$106.50		08/01/2015, 08/01/2015	1458 -1462	09/08/2015	2128 - 2144
X13202	K. Carter 08/17/2015 V. Fox 08/17/2015		Personal expenses claimed by V. Fox - \$90.50	07/14/2015, 08/16/2015	1463 - 1466	09/08/2015	2128 - 2144
X15205	V. Fox 09/29/2015 C. Fox 09/29/2015	NWS – management services - \$278.40		09/25/2015	1467 - 1468	09/08/2015	2128 - 2144
X15207	K. Carter 09/29/2015 V. Fox 09/29/2015		Personal expenses claimed by V. Fox for air conditioner repair \$241.31	07/06/2015	1469 - 1471	09/08/2015	2128 - 2144
X15209	V. Fox 09/29/2015 C. Fox 09/29/2015	LECO – chlorine - \$55.11		09/21/2015	1472 - 1473	09/08/2015	2128 - 2144
Time	V. Fox (Not Dated)		Payroll for K. Carter -	(Not Dated)	1474	09/08/2015	2128 - 2144

Sheet	C. Fox (Not Dated)		\$273.75				
X15203	K. Carter 10/01/2015 V. Fox 10/01/2015	Foxes' loan to District - \$2,587.58		10/01/2015	1475	09/08/2015	2128 - 2144
X15903	V. Fox 10/06/2015 C. Fox 10/06/2015	Toledo Tel - \$106.50		10/01/2015, 10/01/2015	1476 - 1480	09/08/2015	2128 - 2144
X16950	V. Fox 10/27/2015 C. Fox 10/27/2015	Lewis County PUD - \$311.40		10/07/2015, 10/22/2015	1481 - 1483	09/08/2015	2128 - 2144
X17435	V. Fox 10/31/2015 C. Fox 10/31/2015	NWS – management services - \$278.40		10/25/2015	1484 - 1485	09/08/2015	2128 - 2144
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$333.75	(Not Dated)	1486	09/08/2015	2128 - 2144
X17434	K. Carter 11/01/2015 V. Fox 11/01/2015	Foxes' loan to District - \$2,587.58		11/01/2015	1487	09/08/2015	2128 - 2144
X17436	V. Fox 11/04/2015 C. Fox 11/04/2015		LCWS District #2 – disputed billing paid \$400.00	07/01/2015, 08/03/2015	1488 - 1490	09/08/2015	2128 - 2144
X17437	V. Fox 11/04/2015 C. Fox 11/04/2015		LCWS District #2 – disputed billing paid \$233.53	06/04/2015, 06/04/2015	1491 - 1493	09/08/2015	2128 - 2144
X17438	V. Fox 11/04/2015 C. Fox 11/04/2015		LCWS District #2 – disputed billing paid \$400.00	01/02/2015, 02/02/2015	1494 - 1496	09/08/2015	2128 - 2144
X17439	V. Fox 11/04/2015 C. Fox 11/04/2015		LCWS District #2 – disputed billing paid \$201.60	01/27/2015, 12/29/2014	1497 - 1499	09/08/2015	2128 - 2144
X17440	V. Fox 11/07/2015 C. Fox 11/07/2015	Toledo Tel - \$106.50		11/01/2015, 11/01/2015	1500 - 1504	09/08/2015	2128 - 2144
X17441	V. Fox 11/07/2015 C. Fox 11/07/2015	Lewis County PUD - \$217.33		11/05/2015	1505 - 1506	09/08/2015	2128 - 2144
X18601	V. Fox 11/23/2015 C. Fox 11/23/2015		LCWS District #2 – disputed billing paid	06/30/2015, 07/31/2015,	1507 - 1513	09/08/2015	2128 - 2144

			\$785.75	08/31/2105, 09/01/2015, 10/01/2015			
X18602	V. Fox 11/23/2015 C. Fox 11/23/2015		WASWD 2016 dues - \$27.87	11/10/2015	1514 - 1515	09/08/2015	2128 - 2144
X18632	K. Carter 11/30/2015 V. Fox 11/30/2015	NWS – management services - \$278.40		11/25/2015	1516 - 1517	09/08/2015	2128 - 2144
Time Sheet	V. Fox (Not Dated) C. Fox (Not Dated)		Payroll for K. Carter - \$622.50	(Not Dated)	1518	09/08/2015	2128 - 2144
X18633	K. Carter 12/01/2015 V. Fox 12/01/2015	Foxes’ loan to District - \$2,587.58		12/01/2015	1519	09/08/2015	2128 - 2144
X19661	V. Fox 12/14/2015 C. Fox 12/14/2015		Print Shop – create disc for PRA request - \$97.20	12/03/2015	1520 - 1521	12/09/2015	587 - 597
X19662	V. Fox 12/14/2015 C. Fox 12/14/2015	Toledo Tel - \$106.50		12/01/2015, 12/01/2015	1522 - 1526	12/09/2015	587 - 597
X19663	V. Fox 12/14/2015 C. Fox 12/14/2015		Nicholson & Assoc. Insurance – new policy \$2,500.00	12/10/2015	1527 - 1528	12/09/2015	587 - 597
X20106	V. Fox 12/21/2015 C. Fox 12/21/2015		Lewis County – election costs \$63.55	12/11/2015	1529 - 1530	12/09/2015	587 - 597
X20110	K. Carter 12/21/2015 V. Fox 12/21/2015		Personal expenses claimed by V. Fox - \$215.67	12/11/2015, 12/07/2015, 12/21/2015, 12/21/2015, 12/13/2015	1531 - 1534	12/09/2015	587 - 597
Y00715	C. Fox 01/31/2016 V. Fox 01/31/2016	LECO – chlorine - \$50.94		01/12/2016	1535 - 1537	01/04/2016	1916 - 1928
Y00716	C. Fox 01/31/2016 V. Fox 01/31/2016		Brenda’s Country Market – propane \$9.28	12/07/2015	1538 - 1540	01/04/2016	1916 - 1928
Y00717	C. Fox 01/31/2016		Butler Surveying Inc. –	01/07/2016	1541 - 1542	01/04/2016	1916 - 1928

	V. Fox 01/31/2016		calculations and drafting \$175.00				
(Y00718)	C. Fox 01/31/2016 V. Fox 01/31/2016		Personal expenses claimed by V. Fox – recording fees \$247.00	01/04/2016, 12/29/2015, 12/28/2015	1543 -1550	01/04/2016	1916 - 1928
Y00719	C. Fox 01/31/2016 V. Fox 01/31/2016		Walstead Mertsching – legal services \$738.50	01/12/2016	1551 - 1553	01/04/2016	1916 - 1928
Y00720	C. Fox 01/31/2016 V. Fox 01/31/2016		Vander Stoep Remund Blinks & Jones – legal services \$315.50	11/30/2015	1554 - 1556	01/04/2016	1916 - 1928
Y00721	C. Fox 01/31/2016 V. Fox 01/31/2016	Foxes’ loan to District - \$2,587.58		11/09/2015	1557 - 1558	01/04/2016	1916 - 1928
Y00722	C. Fox 01/31/2016 V. Fox 01/31/2016	Lewis County PUD - \$244.63		12/24/2015, 01/06/2016	1559 - 1565	01/04/2016	1916 - 1928
Y00732	C. Fox 01/31/2016 V. Fox 01/31/2016	Toledo Tel - \$106.50		01/01/2016, 01/01/2016	1566 - 1570	01/04/2016	1916 - 1928
Y01561	C. Fox 02/17/2016 V. Fox 02/17/2016	Lewis County PUD - \$267.90		02/05/2016	1571 - 1572	02/10/2016	1930 - 1935
Y01562	C. Fox 02/17/2016 V. Fox 02/17/2016	NWS – management services - \$378.45		01/25/2016	1573 - 1574	02/10/2016	1930 - 1935
Y01563	C. Fox 02/17/2016 V. Fox 02/17/2016		Olsen Accounting & Tax – installed QB on Foxes’ computers \$75.00	12/31/2015	1575 - 1576	02/10/2016	1930 - 1935
Y01564	C. Fox 02/17/2016 V. Fox 02/17/2016		LCWS District #2 – disputed billing - \$114.84	02/04/2016	1577 - 1579	02/10/2016	1930 - 1935
Y01565	C. Fox 02/17/2016 V. Fox 02/17/2016	Toledo Tel - \$22.50		02/01/2016	1580 - 1582	02/10/2016	1930 - 1935
Y02078	C. Fox 02/22/2016 V. Fox 02/22/2016	Toledo Tel - \$84.00		02/01/2016	1583 - 1585	02/10/2016	1930 - 1935
Y03074	C. Fox 03/11/2016 V. Fox 03/11/2016	Foxes’ loan to District -		02/09/2016	1586 - 1588	02/10/2016	1930 - 1935

		\$2,587.58					
Y03075	C. Fox 03/11/2016 V. Fox 03/11/2016	Lewis County PUD - \$92.74		02/23/2016	1589 - 1590	02/10/2016	1930 - 1935
Y03076	C. Fox 03/11/2016 V. Fox 03/11/2016		Butler Surveying – calculations and drafting \$1,140.00	01/26/2016	1591 - 1600	02/10/2016	1930 - 1935
Y03077	C. Fox 03/11/2016 V. Fox 03/11/2016	NWS – management services - \$278.40		02/25/2016	1601 - 1602	02/10/2016	1930 - 1935
Y03078	C. Fox 03/11/2016 V. Fox 03/11/2016		Vander Stoep Remund Blinks & Jones – legal services \$180.00	12/31/2015	1603 - 1605	02/10/2016	1930 - 1935
Y03574	C. Fox 03/21/2016 V. Fox 03/21/2016		Skyline Pump – work on well pump \$218.80	01/18/2016	1606 -1607	02/10/2016	1930 - 1935
Y03575	C. Fox 03/21/2016 V. Fox 03/21/2016		Utilize I.T. Inc. – burn files to DVD ref PRA request \$328.32	02/23/2016	1608 - 1609	02/10/2016	1930 - 1935
Y03576	C. Fox 03/21/2016 V. Fox 03/21/2016	Toledo Tel - \$106.50		03/01/2016, 03/01/2016	1610 - 1614	02/10/2016	1930 - 1935
Y05617	C. Fox 04/20/2016 V. Fox 04/20/2016		Hatton Godat Pantier - engineer consulting - \$290.00	03/31/2016	1615 - 1616	04/13/2016	1937 - 1942
Y05618	C. Fox 04/20/2016 V. Fox 04/20/2016	Lewis County PUD - \$343.71		03/01/2016, 04/01/2016	1617 -1619	04/13/2016	1937 - 1942
Y05619	C. Fox 04/20/2016 V. Fox 04/20/2016		State Auditor – audit services \$3,072.30	02/09/2016, 03/09/2016	1620 - 1624	04/13/2016	1937 - 1942
Y05620	C. Fox 04/20/2016 V. Fox 04/20/2016	NWS – management services - \$789.67		03/25/2016	1625 - 1626	04/13/2016	1937 - 1942
Y05621	C. Fox 04/20/2016 V. Fox 04/20/2016		Olsen Accounting & Tax – installed QB on Foxes’ computers \$60.00	01/31/2016	1627 - 1628	04/13/2016	1937 - 1942
Y05622	C. Fox 04/20/2016 V. Fox 04/20/2016		Walstead Mertsching – legal services \$360.00	03/11/2016	1629 -1631	04/13/2016	1937 - 1942

Y05623	C. Fox 04/20/2016 V. Fox 04/20/2016		Foresight Surveying, Inc. – prepare ROS for utility tracts \$540.00	01/05/2016	1632 -1633	04/13/2016	1937 - 1942
Y05624	C. Fox 04/20/2016 V. Fox 04/20/2016	Toledo Tel - \$106.50		04/01/2016, 04/01/2016	1634 -1638	04/13/2016	1937 - 1942
(Y05881)	C. Fox 05/02/2016 V. Fox 05/01/2016		Personal expenses claimed by V. Fox – recording fees & postage \$143.26	01/26/2016, 01/21/2016, 01/27/2016, 01/14/2016	1639 - 1643	04/13/2016	1937 - 1942
Y05882	VC. Fox 05/02/2016 V. Fox 05/01/2016	Foxes’ loan to District - \$2,587.58		04/19/2016	1644 - 1645	04/13/2016	1937 - 1942
Y05883	C. Fox 05/02/2016 V. Fox 05/01/2016		Vander Stoep Remund Blinks & Jones – legal services \$56.25	02/29/2016	1646 - 1647	04/13/2016	1937 - 1942
Y05884	C. Fox 05/02/2016 V. Fox 05/01/2016		State Auditor – accounting audit \$139.65	04/13/2016	1648 - 1649	04/13/2016	1937 - 1942
Y05885	C. Fox 05/02/2016 V. Fox 05/01/2016		Kathleen Callison PS – legal services \$300.00	04/01/2016	1650 - 1651	04/13/2016	1937 - 1942
Y05886	C. Fox 05/02/2016 V. Fox 05/01/2016		Walstead Mertsching – legal services \$68.50	04/12/2016	1652 - 1653	04/13/2016	1937 - 1942
Y06346	C. Fox 05/09/2016 V. Fox 05/09/2016		Personal expenses claimed by V. Fox – recording fees & postage \$143.26	01/27/2016, 01/26/2016	1654 - 1656	04/13/2016	1937 - 1942
Y07453	C. Fox 05/15/2016 V. Fox 05/15/2016		Dept. of Health – 2016 operating permits - \$263.25	06/28/2016	1657 - 1658	04/13/2016	1937 - 1942
Y07451	C. Fox 05/26/2016 V. Fox 05/26/2016	Toledo Tel - \$106.89		05/01/2016, 05/01/2016	1659 - 1663	04/13/2016	1937 - 1942
Y07452	C. Fox 05/26/2016 V. Fox 05/26/2016	Foxes’ loan to District - \$2,587.58		05/05/2016	1664 - 1665	04/13/2016	1937 - 1942

Y07454	C. Fox 05/26/2016 V. Fox 05/26/2016	Lewis County PUD - \$293.82		05/02/2016, 04/21/2016	1666 - 1668	04/13/2016	1937 - 1942
Y07455	C. Fox 05/26/2016 V. Fox 05/26/2016	NWS – management services - \$302.55		04/25/2016	1669 - 1672	04/13/2016	1937 - 1942
Y07870	C. Fox 06/07/2016 V. Fox 06/07/2016	NWS – management services - \$254.25		05/20/2016	1673 - 1674	04/13/2016	1937 - 1942
Y07871	C. Fox 06/07/2016 V. Fox 06/07/2016		Personal expenses claimed by V. Fox - \$102.42	05/11/2016, 05/31/2016	1675 - 1677	04/13/2016	1937 - 1942
Y09020	C. Fox 06/26/2016 V. Fox 06/26/2016		Zebra Computers – IT support \$76.79	06/01/2016	1678 - 1680	06/08/2016	640 – 646, 1849 - 1891
Y09021	C. Fox 06/26/2016 V. Fox 06/26/2016		Utilize I.T. Inc. – analyze emails for PRA request \$607.50	06/08/2016	1681 - 1684	06/08/2016	640 – 646, 1849 - 1891
Y09022	C. Fox 06/26/2016 V. Fox 06/26/2016	Toledo Tel - \$84.84		06/01/2016	1685 - 1688	06/08/2016	640 – 646, 1849 - 1891
Y09023	C. Fox 06/26/2016 V. Fox 06/26/2016	Lewis County PUD - \$121.76		05/18/2016	1689 - 1691	06/08/2016	640 – 646, 1849 - 1891
Y09024	C. Fox 06/26/2016 V. Fox 06/26/2016	LECO – chlorine - \$53.47		06/01/2016	1692 - 1694	06/08/2016	640 – 646, 1849 - 1891
Y09025	C. Fox 06/26/2016 V. Fox 06/26/2016	Foxes’ loan to District - \$2,587.58		06/05/2016	1695 - 1697	06/08/2016	640 – 646, 1849 - 1891
Y09648	C. Fox 07/08/2016 V. Fox 07/08/2016		Vander Stoep Remund Blinks & Jones – legal services \$235.00	08/10/2016	1698 - 1699	06/08/2016	640 – 646, 1849 - 1891
(Y09637)	C. Fox 07/08/2016 V. Fox 07/08/2016		Personal expenses claimed by V. Fox - \$38.93	02/17/2016, 06/24/2016, 03/21/2016	1700 - 1705	06/08/2016	640 – 646, 1849 - 1891
Y09650	C. Fox 07/08/2016 V. Fox 07/08/2016	Foxes’ loan to District - \$2,587.58		07/05/2016	1706 - 1708	06/08/2016	640 – 646, 1849 - 1891

Y09651	C. Fox 07/08/2016 V. Fox 07/08/2016	Lewis County PUD - \$78.58		06/21/2016	1708 - 1709	06/08/2016	640 – 646, 1849 - 1891
Y11886	C. Fox 07/31/2016 V. Fox 07/31/2016	Lewis County PUD - \$187.47		06/30/2016	1710 - 1711	06/08/2016	640 – 646, 1849 - 1891
Y11887	C. Fox 07/31/2016 V. Fox 07/31/2016	NWS - management services - \$343.50		06/25/2016	1712 - 1715	06/08/2016	640 – 646, 1849 - 1891
Y11891	C. Fox 07/31/2016 V. Fox 07/31/2016		Walstead Mertsching – legal services \$720.00	06/21/2016	1716 - 1718	06/08/2016	640 – 646, 1849 - 1891
Y11892	C. Fox 07/31/2016 V. Fox 07/31/2016	Toledo Tel - \$22.50		06/01/2016	1719 - 1720	06/08/2016	640 – 646, 1849 - 1891
Y11888	C. Fox 08/09/2016 V. Fox 08/09/2016	NWS – management services - \$278.40		07/25/2016	1721 - 1719	06/08/2016	640 – 646, 1849 - 1891
Y11889	C. Fox 08/09/2016 V. Fox 08/09/2016	Foxes’ loan to District - \$2,587.58		08/05/2016	1724 - 1725	06/08/2016	640 – 646, 1849 - 1891
Y11890	C. Fox 08/09/2016 V. Fox 08/09/2016		Print Shop – scanning documents ref PRA request \$43.12	06/22/2016	1726 - 1727	06/08/2016	640 – 646, 1849 - 1891
Y11893	C. Fox 08/09/2016 V. Fox 08/09/2016	Toledo Tel - \$197.35		07/01/2016, 07/01/2016	1728 - 1732	06/08/2016	640 – 646, 1849 - 1891
Y11894	C. Fox 08/09/2016 V. Fox 08/09/2016		Skyline Pump – work on water system \$460.85	07/05/2016	1733 - 1734	06/08/2016	640 – 646, 1849 - 1891
Y12154	C. Fox 08/17/2016 V. Fox 08/17/2016	Toledo Tel - \$106.50		08/01/2016, 08/01/2016	1735 - 1739	06/08/2016	640 – 646, 1849 - 1891
Y12563	C. Fox 08/27/2016 V. Fox 08/27/2016		Print Shop – scanning documents ref PRA request \$97.56	08/18/2016	1740 - 1741	08/19/2016	2569 - 2567
Y12908	C. Fox 09/01/2016 V. Fox 09/01/2016		LCWS District #2 – disputed billing paid \$989.34	06/03/2016	1742 - 1750	08/19/2016	2569 - 2567
Y13271	C. Fox 09/14/2016 V. Fox 09/13/2016	Lewis County PUD - \$203.16		09/01/2016	1751 - 1752	08/19/2016	2569 - 2567

Y13751	C. Fox 09/19/2016 V. Fox 09/19/2016		Toledo Tel – Foxes’ home phone (360-864- 5224) bill of \$95.02	09/01/2016	1753 - 1756	08/19/2016	2569 - 2567
Y15453	C. Fox 09/27/2016 V. Fox 09/27/2016	LECO – chlorine - \$53.47		08/30/2016	1757 - 1759	08/19/2016	2569 - 2567
Y14367	C. Fox 09/27/2016 V. Fox 09/27/2016	Foxes’ loan to District - \$2,587.58		08/05/2016	1760 - 1761	08/19/2016	2569 - 2567
Y14368	C. Fox 09/27/2016 V. Fox 09/27/2016	Toledo Tel - \$84.00		09/01/2016	1762 - 1764	08/19/2016	2569 - 2567
Y14371	C. Fox 09/27/2016 V. Fox 09/27/2016	Lewis County PUD - \$107.60		08/24/2016	1765 -1766	08/19/2016	2569 - 2567
Y14335	C. Fox 09/28/2016 V. Fox 09/28/2016		L&L Machinery – work on sewer pump \$1,847.04	08/31/2016	1767 - 1768	08/19/2016	2569 - 2567
Y14337	C. Fox 09/28/2016 V. Fox 09/28/2016		LCWS District #2 – disputed billing paid \$188.94	08/30/2016	1769 - 1772	08/19/2016	2569 - 2567
Y14369	C. Fox 09/29/2016 V. Fox 09/28/2016		Zebra Computers - analyze emails for PRA request \$51.50	09/20/2016	1773 - 1774	08/19/2016	2569 - 2567
Y14370	C. Fox 09/29/2016 V. Fox 09/29/2016		Zebra Computers – I. T. support \$64.21	06/09/206	1775 - 1776	08/19/2016	2569 - 2567
Y14919	C. Fox 10/03/2016 V. Fox 10/03/2016	Toledo Tel - \$22.50		09/01/2016	1777 - 1779	08/19/2016	2569 - 2567
Y15448	C. Fox 10/14/2016 V. Fox 10/14/2016	NWS – management services - \$548.65		09/25/2016	1780 - 1790	09/21/2016	2565 - 2573
Y15450	C. Fox 10/14/2016 V. Fox 10/14/2016		Toledo Tel – Foxes home phone (360-864- 5224) bill of \$95.02	10/01/2016	1791 - 1794	09/21/2016	2565 - 2573
Y15451	C. Fox 10/14/2016 V. Fox 10/14/2016	Lewis County PUD - \$226.69		10/04/2016	1795 - 1797	09/21/2016	2565 - 2573
-	C. Fox 10/23/2016		Zebra Computers –	06/09/2016	1797 - 1799	09/21/2016	2565 - 2573

	V. Fox 10/23/2016		scanning \$64.21				
-	C. Fox 10/23/2016 V. Fox 10/23/2016	LECO -chlorine - \$53.47		08/30/2016	1800 - 1801	09/21/2016	2565 - 2573
Y15832	C. Fox 10/23/2016 V. Fox 10/23/2016		Walstead Mertsching – legal services \$1,035.00	09/22/2016	1802 - 1804	09/21/2016	2565 - 2573
Y15833	C. Fox 10/23/2016 V. Fox 10/23/2016	Foxes’ loan to District - \$2,587.58		10/05/2016	1805 - 1806	09/21/2016	2565 - 2573
Y15834	C. Fox 10/23/2016 V. Fox 10/23/2016		LCWS District #2 – disputed billing paid \$303.05	10/13/2016	1807 - 1812	09/21/2016	2565 - 2573
Y15835	C. Fox 10/23/2016 V. Fox 10/23/2016	Toledo Tel – \$106.50		10/01/2016, 10/01/2016	1813 - 1817	09/21/2016	2565 - 2573
Y17368	C. Fox 11/09/2016 V. Fox 11/09/2016		Zebra Computers – upgrade computers \$194.35	10/18/2016	1818 - 1819	09/21/2016	2565 - 2573
Y17370	C. Fox 11/09/2016 V. Fox 11/09/2016		Personal expenses claimed by V. Fox - \$56.21	09/12/2016, 09/22/2016, 07/16/2016, 10/17/2016, 10/07/2016	1820 - 1824	09/21/2016	2565 - 2573
Y16996	C. Fox 11/09/2016 V. Fox 11/09/2016	Lewis County PUD – \$79.28		10/21/2016	1825 - 1826	09/21/2016	2565 - 2573
Y16997	C. Fox 11/10/2016 V. Fox 11/14/2016		Richmond Engineering – recommissioning of systems \$800	10/19/2016	1827 - 1828	09/21/2016	2565 - 2573
Y17378	C. Fox 11/21/2016 V. Fox 11/23/2016		Zebra Computers – install QuickBooks \$128.49	11/05/2016	1829 - 1830	09/21/2016	2565 - 2573
Y17379	C. Fox 11/21/2016 V. Fox 11/23/2016	Toledo Tel - \$241.70		11/01/2016, 11/01/2016	1831 - 1835	09/21/2016	2565 - 2573
Y17380	C. Fox 11/21/2016 V. Fox 11/23/2016	LECO – chlorine- \$56.21		11/01/2016	1836 - 1837	09/21/2016	2565 - 2573

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