

Timber Lakes Water Special Service District

Wasatch County Council Room

450 W 910 S Suite 100

Heber City, UT 84032

435-654-0125

October 15, 2019

Board Meeting Minutes

**Chairperson:** John Blickenstaff called for the meeting to come to order at 6:55 with the following attendees.

**Board Attendees:** Neil Anderton, joined at 7:10, Reg Anderson, Michael Wheelwright, John Blickenstaff, Bruce Heywood, excused, Steve Ferrell, departed at 7:10

**Other Attendees:** Jared Moss, Legal Counsel, Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager

**Prayer/Remark:** Michael Wheelwright

**Concerns/Issues from POA:** Bonnie Huetter, Liaison for POA, not present

**Public Comments:** None

**Approval of August 2019 Minutes:** A motion was made by Reg Anderson to approve the August minutes. It was seconded by Michael Wheelwright and passed unanimously.

**Approval of August/September 2019 warrants:** After review and discussion, a motion was made by Reg Anderson to approve the warrant list and ACH payments for August 21 to September 17, 13852-13883, including the credit card payment for September. The motion was seconded by Michael Wheelwright and passed unanimously.

**Approval of September/October 2019 Warrants:** After review and discussion, a motion was made by Steve Farrell to approve the warrant list and ACH payments for September 18 to October 15, 13884-13900, including the credit card payment for October. The motion was seconded by Reg Anderson and passed unanimously.

**Approval of 2018 TLSSD Audit Report:** Motion was made by Steve Farrell to approve the 2018 TLSSD Audit report as presented by Steve Rowley at the July board meeting. Motion was seconded by Michael Wheelwright and passed unanimously.

**Approval of Flexible Spending Account:** Motion was made by Steve Farrell to approve the district implementing a FLEX plan for the employees as presented at the August board meeting. Motion was seconded by Reg Anderson and passed unanimously.

**Ratify Approval of Sept/Oct payroll:** Michael Wheelwright made a motion to ratify the payroll previously approved by 2 board members for the last 2 pay periods 9/21/19 and 10/5/19. Motion was seconded by Reg Anderson and passed unanimously.

**Election of Vice President for board:** Steve Farrell made a motion to elect John Blickenstaff for Vice President of the TLWSSD board. Motion was seconded by Michael Wheelwright and passed unanimously.

**Preliminary TLSSD 2020 Budget/Manager Report:** Jody Defa presented the preliminary TLSSD budget for 2020. Discussion was had about wages, adding to the budget cost of living increase for employees. Jody would like to add into the budget starting on the pipeline through the swamp next year. Also, to explore purchasing or financing a new dump truck next year.

Jody has purchased extra meters and parts this year that can be used for meter installs next year.

November open board meeting will be held Nov. 20. December meeting will be held Dec. 11.

**Other Business:** December social has been reserved at the Timber Moose Lodge for December 2<sup>nd</sup>, 2019 at 6:00p.m.

**Executive session:** Michael Wheelwright made motion to enter executive session at 7:50p.m. to discuss legal and personnel. Neil Anderton seconded motion and passed unanimously.