

Timber Lakes Water Special Service District

Wasatch County Council Room

450 W 910 S Suite 100

Heber City, UT 84032

435-654-0125

February 18, 2020

Board Meeting Minutes

Chairperson: Neil Anderton called for the meeting to come to order at 6:05 with the following attendees.

Board Attendees: Neil Anderton, Reg Anderson, Michael Wheelwright, John Blickenstaff, Bruce Heywood, excused, Steve Ferrell

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager

Prayer/Remark: Neil Anderton

Concerns/Issues from TLPOA: Bonnie Huetter, not present

Public Comments: None

Approval of January 2020 Minutes: A motion was made by John Blickenstaff to approve the January minutes as written. It was seconded by Michael Wheelwright and passed unanimously.

Approval of January/February 2020 Warrants: After review and discussion, a motion was made by Steve Farrell to approve the warrant list 13964-13982 and ACH payments for January 22-February 18, including the credit card payment for February. The motion was seconded by John Blickenstaff and passed unanimously.

Ratify Approval of January/February payroll: John Blickenstaff made a motion to ratify the payroll previously approved by 2 board members for pay periods 1/25/20 and 2/8/2020. Motion was seconded by Michael Wheelwright and passed unanimously.

Discussion regarding lot combination: After discussion, the Board clarified that lot owners do not have the right to separate lots once they have been combined, including lots that were combined for assessment purposes.

Notification of hiring attorney (RFP): Jody Defa, John Blickenstaff, Michael Wheelwright and Reg Anderson will serve on a subcommittee to initiate the Request for Proposal of hiring an attorney to represent the Timber Lakes Water board. The subcommittee will also review submitted proposals and make a recommendation to the Board for hiring legal counsel to represent the District.

Approval of snowmobile replacement: After discussion, Steve Farrell made a motion authorizing Jody Defa to purchase a new snowmobile, after deciding on the make and model best suited for the crew's needs. Motion was seconded by Reg Anderson and passed unanimously.

Manager Report: Jody Defa presented that he has instructed Franson Engineering to make the following changes to the Upper Lone Pine Pipeline Replacement project proposal.

1. Add design for meters that can measure peak source day demand.
2. Add conduit on the side of the pipeline to run power for a pump, chlorinator or well as needed.
3. Design overflow meters.

Franson will submit a new bid after they have made the changes.

Kirk Sulser has given his 2 weeks' notice of termination. Timber Lakes Water will be losing an employee with a lot of knowledge and skills, who has been an asset to our company. An ad will be placed in The Wasatch Wave and online for a replacement.

The Timber Lakes POA has agreed to email a copy of the our document explaining the cross-connection survey requirements and follow-up based on federal and state requirement and District policy to the property owners, and the water company will then mail a hard copy of the documents to property owners..

Executive Session: There was no call for executive session.

Meeting adjourned at 7:33 p.m.