

Timber Lakes Water Special Service District

450 W 910 S Suite 100

Heber City, UT 84032

435-654-0125

Meeting via Zoom due to Covid-19

May 19, 2020

Board Meeting Minutes

Chairperson: Neil Anderton called for the meeting to come to order at 5:10pm with the following attendees.

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

Other Attendees: Jody Defa, Timber Lakes Water System Manager, joined at 5:10pm, Michelle Embry, Office Manager, Dan Mathews, Legal Council

Prayer/Remark: John Blickenstaff

Concerns/Issues from TLPOA: Bonnie Huetter, not present

Public Comments: None

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

Approval of May 2020 Warrants: After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 14034-14060, including voided check 14038 and ACH payments for April 21-May 19, and including the credit card payment for May. The motion was seconded by Bruce Heywood and passed unanimously.

Approval of May Payroll: John Blickenstaff made a motion to ratify the payroll previously approved by 2 board members for pay period 5/2, and to approve the payroll for 5/16. The motion was seconded by Reg Anderson and passed unanimously.

Board Training on Policy/Open Public Meetings: Discussion concluded that 2019 board training on open public meetings had occurred in September of 2019 at the end of the board meeting, but certificates were never issued. Dan Mathews will follow up with Jared Moss to try to obtain proof of training. Corbin Gordon or Dan Mathews will perform 2020 board training.

Manager Report: Jody Defa reported that he has hired a new employee named Caitlin North to work on the maintenance crew. He started work Monday 5/18 and should be an asset to the water company. Jody has also hired a part time dump truck driver named Lee Coplea.

The crew has been building a road to the tanks so that when they start the upper lone pine project the road will already be in place. They are trying to stockpile road material while the prices are down.

Jody is unable to trade in his work truck currently as GM is not manufacturing, so he is waiting until Labrum contacts him as to when it will be possible.

Jody has been exploring the purchase of a new or used dump truck. He has gotten bids from different companies. The dump truck we currently have is only worth about \$15,000 trade in. Jody will send information to the board as he comes closer to a purchase. The board gives Jody the authority to negotiate a deal on a new or used truck and decide if we should trade in the current truck.

It will cost several thousand dollars to rebuild the chlorinator to be in compliance with the state, but we need to have the option to chlorinate if needed. This month there were some bad water samples. The crew flushed the lines.

Four lots have signed up for meter installation.

Executive Session: Neil Anderton called to enter executive session at 6:20pm to discuss personnel, legal, and water.