

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

June 16, 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

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Corbin Gordon, Legal Council

Prayer/Remark: Michael Wheelwright

Concerns/Issues from TLPOA: Bonnie Huetter, liaison for Timber Lakes POA, joined the meeting at 5:25. She will follow up with the POA on payment for Lot 1281 (owned by the POA).

Public Comments: None

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

Approval of June 2020 Warrants: After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 14061-14085, including voided checks 14063,14064,14065,14066 and ACH payments for May 20-June 16, and including the credit card payment for June. The motion was seconded by Bruce Heywood and passed unanimously.

Approval of May and June Payroll: Bruce Heywood made a motion to ratify the payroll previously approved by 2 board members for pay period 5/30, and to approve the payroll for 6/13. The motion was seconded by Reg Anderson and passed unanimously.

Ratify vote on Lot 1281 Settlement/TLPOA: Bruce Heywood made a motion to ratify the vote previously approved online by all board members regarding Lot 1281 owned by the POA. Timber Lakes water will charge the POA for water in the amount of \$5,360.93, waiving all penalties. The motion was seconded by Reg Anderson and passed unanimously.

Manager Report: Jody Defa reported that the crew has installed 3 new meters. While hooking up a meter on Beaver Bench, a rock blew through a pipeline and flooded the basement of the cabin on Lot 1484. Insurance is covering the damage; Timber Lakes Water will be responsible for \$1,000 deductible.

Jody has filed an extension on water rights with the Division of Water Rights.

Discussion was had on whether Timber Lakes Water should continue to allow lot owners to combine lots. Corbin Gordon, counsel, will review the policy and report to the board whether changing the policy is a possibility.

Jody received a bill for \$211,948.99 from Zions bank on the 2011 bond that was refinanced. This was an unexpected fee, as the payment was separate from normal invoices. Jody made the payment from the PTIF account. There will be another \$9,000.00 of interest due in December. Jody will forward a copy of the payment schedules to the board to review. The board would like to invite someone from Zions finance department to a meeting to explain the oversight.

The spring that was built in 1984 had 3 of the 5 samples out of the box test positive for e-coli and chloroform. Discussion was had about possible redevelopment of the spring, as it is one of our main water sources. Jody reported it would be a two-month project and would run approximately \$60-\$70,000. The division of Drinking Water would need to review the redevelopment. Jody agreed to contact an outside firm to obtain a comparison cost estimate. Michael Wheelwright agreed to help Jody with this project as it moves forward.

Other Business: Corbin Gordon will provide the board members with Open Public Meetings Training on July 21, 2020.

Executive Session: John Blickenstaff, Neil Anderton, Reg Anderson, Michael Wheelwright, Bruce Heywood, and Steve Ferrell called to enter executive session at 6:05pm to discuss personnel, legal, water, Accounts Receivables and financials. Michelle Embry was asked to join the meeting to discuss Accounts Receivables and financials. The board agreed that policy must be adhered to, therefore the office staff will send out delinquent notices this month, then shut off notices next month attempting to collect outstanding balances. Michelle was excused at 6:25 to allow the board members to discuss personnel, legal, and water. At the conclusion of the session, John Blickenstaff, Neil Anderton, Reg Anderson, Michael Wheelwright, Bruce Heywood, and Steve Ferrell agreed to exit executive session.