

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

December 15, 2020

Board Meeting Minutes

Chairperson: Neil Anderton called for the meeting to come to order at 5:05pm with the following attendees.

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

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Dan Mathews, Legal Counsel, Becky Boyd, liaison for TLPOA

Prayer/Remark: Story by Neil Anderton

Concerns/Issues from TLPOA: Becky Boyd, liaison for TLPOA, had no issues or concerns.

Public Comments: No public comments were made.

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

Approval of December 2020 Warrants: After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 14219-14235, including ACH payments for November 18-December 15, and including the credit card payment for November. The motion was seconded by John Blickenstaff and passed unanimously.

Public Hearing on Approval of 2021 Budget: At 5:17, the meeting was open to the public for comments. No public comments were made regarding the 2021 preliminary budget. After review and discussion, John Blickenstaff made a motion to approve the 2021 budget in the amount of \$1,609,677.00. The motion was seconded by Michael Wheelwright and passed unanimously.

Approval of Employee Retirement: John Blickenstaff made a motion to approve employee retirement contributions for 2021 with Tier 1 rate of 18.47% for 1 employee and Tier 2 rate of 16.69% + 3.2% for 401K for 4 employees. The motion was seconded by Reg Anderson and passed unanimously.

Ratify November/December Payroll: John Blickenstaff made a motion to ratify the payroll previously approved by two board members for pay periods 11/28/20 and 12/12/20. The motion was seconded by Reg Anderson and passed unanimously.

Manager Report: Jody Defa reported that Osha inspected the shop on 11/17/2020. There were three “other than serious” minor infractions, which Jody abated the violations while the inspector was on site.

Jody has purchased gift cards for the employees and the board members. He will hand deliver cards to the employees and mail the others to the board members.

Other Business: Election of new officers will be made at the January meeting. Reg Anderson and Michael Wheelwright’s terms are ending 12/31/2020. Richard Boyd will complete board member training and submit the certificate of completion to the office.

Executive Session: Neil Anderton stated there was no reason to enter executive session, all agreed, and the meeting adjourned at 5:46 p.m.