

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 14, 2021

Board Meeting Minutes

**Chairperson:** Neil Anderton called for the meeting to come to order at 5:00pm with the following attendees.

**Board Attendees:** Neil Anderton, Michael Wheelwright, John Blickenstaff, Reg Anderson (excused), Gary Cannon, Steve Ferrell (excused), Jake McPhie

**Other Attendees:** Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Candy Hoffard, Administrative Assistant, Dan Matthews, Legal Counsel

**Prayer/Remark:** Neil Anderton

**New Business:** We would like to welcome Jacob McPhie, part time owner, as the newest board member appointed by the County.

**Concerns/Issues from TLPOA:** John Whittington, Not Present

**Public Comments:** None Present

**Approval of 11/16/2021 Minutes:** A motion was made by John Blickenstaff to approve the November 16, 2021 Meeting minutes as written. It was seconded by Michael Wheelwright and passed unanimously.

**Approval of December 2021 Warrants:** After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 14482-14507, including ACH payments and the credit card payment for November. The motion was seconded by Gary Cannon and passed unanimously.

**Ratify November/December Payroll:** John Blickenstaff made a motion to ratify the payrolls previously approved by two board members for pay periods ending 11/27/2021 and 12/11/2021. The motion was seconded by Michael Wheelwright and passed unanimously.

**Discussion of \$30.00 month fee for combined lots:** After much discussion it was decided that Dan Mathews will research legalities and have information for the next board meeting.

**Manager Report:** Jody reported that he contacted Fransen Engineering to prepare a master plan for the Division of Drinking Water over a month ago and they won't be available to start on it for weeks. The board gave Jody approval to seek bids from different engineers. Jody and the office are moving forward with the cross-connection policy. Many people have not

returned their survey. Jody has been checking County records of when cabins were built to help determine if they require back flow assemblies. The crew has also gone door to door to inquire about back flow assemblies. For now, the state is judging that districts are moving forward, keeping records, and beginning to implement the cross-connection policy.

**6:00 Public Hearing 2022 Budget:** Neil Anderton opened the meeting to public for discussion of 2022 Budget. None were present. Neil closed public meeting to continue with regular session.

**Approve 2022 Budget:** After review and discussion, John Blickenstaff made a motion to approve the TLSSD budget for 2022 as written and presented. It was seconded by Michael Wheelwright and passed unanimously.

**Executive Session:** Gary Cannon stated there was no reason to enter executive session and made a motion to adjourn the meeting at 6:30 p.m. John Blickenstaff seconded the motion and it passed unanimously.

Neil Anderton: Aye

John Blickenstaff: Aye

Michael Wheelwright: Aye

Gary Cannon: Aye

Jake McPhie: Aye