

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

February 16, 2021

Board Meeting Minutes

Chairperson: Neil Anderton called for the meeting to come to order at 5:04pm with the following attendees.

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

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

Prayer/Remark: Prayer by Michael Wheelwright

Concerns/Issues from TLPOA: Becky Boyd, liaison for TLPOA, commented that the POA has had questions from lot owners about who to contact with meter issues. Owners can call the office, the number is listed on the website, on the billing and in the Timber Lakes Times. Becky will ask the POA office about invoicing Timber Lakes Water for their share of the insurance on the shop building.

Public Comments: Gary Cannon has submitted his application to become a member of the Timber Lakes Water board to the county. He introduced himself and listed his qualifications. He will be an asset to the board once accepted.

Approval of January 2021 Minutes: A motion was made by John Blickenstaff to approve the January minutes as written. It was seconded by Rick Boyd and passed unanimously.

Approval of February 2021 Warrants: After review and discussion, a motion was made by Steve Farrell to approve the warrant list 14261-14288, including ACH payments for January 20-February 16, and including the credit card payment for January. The motion was seconded by Michael Wheelwright and passed unanimously.

Distribution of Approved Policy Manuals: Dan will send a word document of the newly approved updated policy to Michelle to distribute to the board members to proofread. Jody will email the personnel policy manual to all board members to proofread. Any necessary changes can be amended by resolution.

Ratify January/February Payroll: John Blickenstaff made a motion to ratify the payroll previously approved by two board members for pay periods ending 1/23/21 and 2/6/2021. The motion was seconded by Steve Farrell and passed unanimously.

Manager Report: Jody Defa reported that there have been at least 30 more frozen meters since the January board meeting. The crew has been working on thawing meters and removing snow from around the fire hydrants. They have also been doing maintenance on the excavator and shop equipment.

Wetco, our telemetry company, has wired the new chlorinator and scales into the office so that they can now be monitored from the office.

Recently, an air vacuum thawed and broke. It was replaced with a rubber air vacuum.

Jody is working on the Consumer Confidence report. Rural Water will help to complete the report at the spring conference in March.

Jody posed the question whether the crew should start developing one of the three springs this summer to allow for more water flow.

Jody and Dan will review water rights and bring a report to the board.

Executive Session: Neil Anderton stated there was no reason to enter executive session. Steve Farrell made a motion to adjourn meeting at 5:58 p.m. It was seconded by John Blickenstaff and passed unanimously.

Neil Anderton: Aye

Michael Wheelwright: Aye

Reg Anderson: Aye

Rick Boyd: Aye

John Blickenstaff: Aye

Steve Farrell: Aye