

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 15, 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, Gary Cannon (excused at 5:40), Steve Ferrell, excused, Rick Boyd, excused

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

**Prayer/Remark:** Neil Anderton

**Concerns/Issues from TLPOA:** Becky Boyd, liaison for TLPOA, not present

**Public Comments:** None

**Approval of May 2021 Minutes:** A motion was made by Gary Cannon to approve the May minutes as written. It was seconded by Reg Anderson and passed unanimously.

**Approval of June 2021 Warrants:** After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 14351-14366, including ACH payments, for May 19-June 15, and the credit card payment for May. The motion was seconded by John Blickenstaff and passed unanimously.

**Ratify May/June Payroll:** John Blickenstaff made a motion to ratify the payrolls previously approved by two board members for pay periods ending 5/29/2021 and 06/12/2021. The motion was seconded by Michael Wheelwright and passed unanimously.

**2018 Bond Refinance:** Jody Defa and Mark Anderson met to evaluate the financials. Mark suggested the board consider refinancing the 2018 Refunded Bond and the 2011 Reserve Bond together in order to reduce the amount refinanced. Mark and our bond counsel will give schedules and help with resolutions. A letter will need to be drawn up and sent out after July 4<sup>th</sup> to give property owners 25 days to prepay the remaining balance on the 2011 and 2018 bonds before those bonds are refinanced. John Blickenstaff made a motion to authorize Jody Defa to contact Mark and our bond counsel to start the process. The motion was seconded by Gary Cannon and passed unanimously.

**Manager Report:** Jody reported he met with SCI Automation Inc. to verify the meter reads. They were unable to verify all of them as the pipes need to be exposed and several were still covered in ground water. The crew has hooked up 5 new meters, with another 8 on the list to still be connected. They are also moving some of the meters that froze last year due to being too close to the road. The engineer is in the process of submitting a design to the State for the lower spring redevelopment. Jody will email to the board for review, a copy of the agreement between Kip Barnes and Timber Lakes Water referring to the property just outside Timber Lakes that is requesting a water connection. We should also examine the Grani property surrounding Witts Lake, who desires to relocate their connection to the other side of the lake. Our legal counsel stated after reviewing the documents to determine our obligations, Timber Lakes Water should adopt a policy moving forward in order to assist us in treating all such requests in a similar manner. Reg, Neil, and Jody will compose a letter to possibly publish in the next Timber Lakes Times regarding water conservation and the drought.

**Other Business:** The board agreed to continue holding board meetings via Zoom.

**Executive Session:** Neil Anderton stated there was no reason to enter executive session. John Blickenstaff made a motion to adjourn meeting at 6:20 p.m. It was seconded by Michael Wheelwright and passed unanimously.

Neil Anderton: Aye

Michael Wheelwright: Aye

Reg Anderson: Aye

John Blickenstaff: Aye