

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

March 15, 2022

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, Steve Farrell, Jake McPhie, Michael Wheelwright, joined at 6:02, John Blickenstaff, joined at 5:48, Gary Cannon, excused

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Candy Hoffard, Administrative Assistant, Dan Matthews, Legal Counsel, Eric Mischnick, 120 Water

Prayer/Remark: Dan Matthews said the prayer

Concerns/Issues from TLPOA: John Whittington, liaison for Timber Lakes POA, not present

Public Comments: None Present

Presentation on EPA requirements for water pipes: Eric Mischnick from 120 Water gave a presentation on EPA requirements for water pipes. The EPA is requiring water companies to do service line inventory to make sure all the lead is taken out of the ground. 120 Water is a company that offers software support and will assist water districts to become compliant with EPA standards.

Approval of February 15, 2022 Minutes: A motion was made by Steve Farrell to approve the February 15, 2022 meeting minutes as written. It was seconded by Reg Anderson. The motion passed unanimously.

Approval of March 2022 Warrants: After review and discussion, a motion was made by Steve Farrell to approve the warrant list 14548-14565, including ACH payments and the credit card payment for February. The motion was seconded by John Blickenstaff and passed unanimously.

Ratify February/March Payroll: John Blickenstaff made a motion to ratify the payrolls previously approved by two board members for pay periods ending 2/19/2022 and 3/5/2022. The motion was seconded by Reg Anderson and passed unanimously.

Uniform Allowance Discussion: Currently there is no written limit on uniform allowance. As the employee policy book is being updated, there will be a limit discussed and implemented.

Combined Lot Fee Discussion: Dan Matthews presented a resolution to the current combined lot policy. After much discussion it was decided to be revisited at the April 19 meeting.

Discussion regarding RFP for Engineering firm: The RFP for an engineering firm has been published in the Salt Lake Tribune, Deseret News and the Wasatch Wave. The deadline to submit proposals is April 18. There are 12 companies to date that are interested.

Manager Report: Jody Defa reported that there have been at least 12 frozen lines. The crew has restored water service to all lines. In the summer the crew will insulate the services that have frozen. Candy Hoffard has had backflow training through Caselle. Notices have been mailed to residences requiring backflow tests and there has been good response. The district was awarded a \$40,000 grant to fund the Master Plan and Water Conservation Plan. The application deadline for the grant to subsidize spring development and infrastructure is April 12th. The engineer will submit the application using the information from the previous master plan.

Executive Session: Neil Anderton stated there was no reason to enter executive session. At 6:42 pm, John Blickenstaff made a motion to adjourn the meeting. It was seconded by Neil Anderton and passed unanimously.

Neil Anderton: Aye

John Blickenstaff: Aye

Michael Wheelwright: Aye

Reg Anderson: Aye

Steve Farrell: Aye

Jake McPhie: Aye