

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

October 17,2023

Board Meeting Minutes

Chairperson: Neil Anderton called for the meeting to come to order at 5:01 pm with the following attendees.

Board Attendees: Neil Anderton, Michael Wheelwright, John Blickenstaff, Gary Cannon, Reg Anderson, Steve Farrell, Mike Durr, Roger LeFevre

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Candy Hoffard, Administrative Assistant, Wyatt Anderson, Bowen & Collins

Prayer/Remark: Neil Anderton gave a thought.

Concerns/Issues from TLPOA: Kathy McGregor, Timber Lakes POA liaison, not present.

Public Comments: None were present.

Approval of September 2023 Minutes: A motion was made by John Blickenstaff to approve the September 19, 2023 meeting minutes as written. It was seconded by Gary Cannon and passed unanimously.

Approval of October 2023 Warrants: After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 14964-14982, including ACH payments for October and the credit card payment of \$807.49 for September. The motion was seconded by Steve Farrell and passed unanimously.

Ratify September/October Payroll: John Blickenstaff made a motion to ratify the payrolls previously approved by two board members for pay periods ending 9/30/2023 and 10/14/2023. It was seconded by Michael Wheelwright and passed unanimously.

New Rent/Lease agreement: Steve Farrell made a motion to execute the new lease agreement as presented and allow Jody Defa, the Water Manager, to sign the agreement. The motion was seconded by Gary Cannon and passed unanimously. The office was asked to mark their calendar for the next lease renewal so the board could review the proposed renewal at least six months prior to expiration.

Approval of Escrow Company for Bonds: Neil and Jody met with representatives from Elite Contract Service, a company who would act as an impartial party in collecting payments, amortizing, making disbursements, holding original documents, and following the exact terms of the bond Timber Lakes Water SSD is entering into with the State of Utah. Steve Farrell suggested getting references and background information before entering into an agreement with the company.

Other Business: Jody Defa presented the preliminary 2024 budget including financials. After much discussion, Jody will modify the numbers on items discussed and present them again at the November board meeting.

Public Hearing: Public Hearing commenced at 6:00. Wyatt Andersen of Bowen & Collins presented a PowerPoint of the 2023 Water Conservation Plan required by the State of Utah. The meeting was open for public questions or input, none was offered. The board exited the public meeting at 6:12 and re-entered the regular meeting.

Approval of proposed Water Conservation Plan: Steve Farrell made a motion to accept resolution 2023-2 adopting the 2023 Water Conservation Plan. It was seconded by Neil Anderton and passed unanimously.

Executive Session: Neil Anderton stated there was no reason to enter executive session.

Gary Cannon made a motion at 6:17 pm to adjourn the meeting. It was seconded by Steve Farrell and passed unanimously.

Neil Anderton: Aye

Michael Wheelwright: Aye

John Blickenstaff: Aye

Gary Cannon: Aye

Steve Farrell: Aye

Mike Durr: Aye

Reg Anderson: Aye