

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 12, 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, excused, Mike Durr, Roger LeFevre

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

**Prayer/Remark:** Michael Wheelwright gave a thought and a prayer.

**Concerns/Issues from TLPOA:** Kathy McGregor, Timber Lakes POA liaison, had no comments.

**Public Comments:** None were present.

**Approval of November 2023 Minutes:** A motion was made by Gary Cannon to approve the November 21, 2023 meeting minutes as written. It was seconded by Mike Durr and passed unanimously.

**Approval of December 2023 Warrants:** After review and discussion, a motion was made by Michael Wheelwright to approve the warrant list 15008-15028, including ACH payments for December and the credit card payment of \$301.04 for November. The motion was seconded by Mike Durr 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 11/25/2023 and 12/9/2023. It was seconded by Michael Wheelwright and passed unanimously.

**Approval of Utah Retirement Benefits 2024:** John Blickenstaff made a motion to approve the current retirement contributions for 2024, with Tier 1 rate of 17.9% + 3.2% for 401K for one employee and Tier 2 rate of 16.69% + 3.2% for 401K for four employees. The motion was seconded by Gary Cannon and passed unanimously.

**Managers' Report:** Jody Defa reported that two lots on Cedar Bark Lane have agreed to move the easement to the north and to the south and add it to the existing easement. Jody will prepare a letter confirming relocating the easement. Jody also reviewed items from the proposed 2024 budget and answered Board questions.

**Public Hearing for TLSSD 2024 Budget:** Neil Anderton opened the public hearing at 6:00 pm. None were present. Neil closed the public hearing and returned to regular session at 6:08.

**Approve 2023 TLSSD Budget:** After review and discussion and considering suggestions from Jody Defa and Mike Durr about heavy equipment financial parameters, John Blickenstaff made a motion to approve the 2024 budget as presented, balancing the budget out of savings and instructing Jody Defa to explore and present to the board a proposal of purchasing and reselling equipment the District is currently leasing to reimburse the District's PTIF. It was seconded by Michael Wheelwright and passed unanimously.

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

John Blickenstaff made a motion at 6:28 pm to adjourn the meeting. It was seconded by Mike Durr and passed unanimously.

Neil Anderton: Aye

Michael Wheelwright: Aye

Mike Durr: Aye

Reg Anderson: Aye

Gary Cannon: Aye

Roger LeFevre: Aye