

Timber Lakes Water Special Service District

450 W 910 S Suite 100

Heber City, UT 84032

435-654-0125

Meeting in person and via Zoom due to Covid-19

October 15, 2024

Chairperson: Neil Anderton called for the meeting to come to order at 5:00 pm with the following attendees.

Board Attendees: Neil Anderton, Michael Wheelwright, John Blickenstaff, Steve Farrell, Mike Durr, excused, Roger LeFevre, Steve Turley

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Candy Hoffard, Administrative Assistant, McKay Murdock, Legal Counsel, Kathy McGregor, TLPOA liaison

Prayer/Remark: Steve Turley offered a thought and a prayer.

Concerns/Issues from TLPOA: Kathy McGregor, Timber Lakes POA liaison, reported that the septic tank project at the building shared by the Timber Lakes Road crew and the TLWSSD crew is complete. Invoices for the project are still coming in. The TLPOA will tabulate the total spent, minus monies previously paid by the District they will then invoice the District for their remaining portion.

Approval of September 2024 Minutes: John Blickenstaff made a motion to approve the September 17, 2024 meeting minutes as written. It was seconded by Steve Farrell and passed unanimously.

Approval of October 2024 Warrants: After review and discussion, Steve Farrell made a motion to approve the warrant list 15237-15258, including ACH payments for October, and the credit card charges of \$1,488.60 for September. The motion was seconded by John Blickenstaff 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 9/28/2024 and 10/12/2024. It was seconded by Michael Wheelwright and passed unanimously.

Discussion/Approval meter installation rates: Jody Defa discussed current average meter installation costs and suggested flat rate meter installation costs for 2025, to be discussed and increased yearly as needed. Customers will be required to pay the meter installation invoice prior to meter installation. If a customer has a hardship and requests a payment plan, they will need to present their case to the board. Steve Farrell made a motion to accept the meter installation rates as presented. It was seconded by Roger LeFevre and passed unanimously.

Managers' Report: Jody reported the backhoes which the District previously leased from Caterpillar have been purchased with an extended warranty. The District will use the backhoes for approximately an additional 1,000 hours, then sell them and research leasing new ones.

The crew has been utilizing the new GPS system. They have been locating and marking areas that they are unable to locate in the winter. A Wi-Fi spot has been placed on a truck in an attempt to receive better Wi-Fi service. Jody is researching First Net, a network available to first responders, as a possible Wi-Fi coverage plan.

Jody also presented a draft 2025 budget and answered questions from the board. He will present a preliminary budget at our next meeting. He invited board members to share input and feedback with him on any line item(s) during the next few weeks.

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

At 6:05pm John Blickenstaff made a motion to adjourn. It was seconded by Steve Farrell and passed unanimously.

John Blickenstaff: Aye

Michael Wheelwright: Aye

Roger LeFevre: Aye

Steve Turley: Aye

Steve Farrell: Aye