

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

February 18, 2025

Board Meeting Minutes

Chairperson: Neil Anderton called for the meeting to come to order at 5:02 pm with the following attendees.

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

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Michelle Embry, Office Manager, Candy Hoffard, Administrative Assistant, McKay Murdock, legal counsel, Kathy McGregor, Timber Lakes POA Liaison

Prayer/Remark: Steve Turley shared a quote and offered a prayer.

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

Approval of January 2025 Minutes: A motion was made by Karl McMillan to approve the January 21, 2025 meeting minutes as written. It was seconded by John Blickenstaff and passed unanimously.

Approval of February 2025 Warrants: After review and discussion, a motion was made by John Blickenstaff to approve the warrant list 15326-15341, including ACH payments for February and the credit card payment of \$1,217.43 for January. The motion was seconded by Michael Wheelwright and passed unanimously.

Ratify February Payroll: John Blickenstaff made a motion to ratify the payrolls previously approved by two board members for pay periods ending 2/1/2025 and 2/15/2025. It was seconded by Roger LeFevre and passed unanimously.

Discussion/Approval Employee Benefits: After much discussion, John Blickenstaff made a motion to approve the changes to the employee benefits as written and distributed. Jody will incorporate the information into the employee handbook.

Presentation by Waterworth: Dylan Green from Waterworth, a utility rate management company that integrates different data to help companies gain financial control of their water systems, presented a slide show and discussed the product they offer. Jody will conduct additional research and report back to the board.

Managers' Report: Jody presented and discussed the financials and Accounts Receivable. Bins and storage units have been purchased and installed to help the crew organize supplies stored in the shop.

The cyber security company, Yisda, installed devices on the computers in the office and in the shop to safeguard our systems from outside intrusion.

The office staff discussed backflow compliance. John suggested the district send out one letter to customers allowing 90 days to comply and listing a water shut off date in the letter if customers do not comply. Jody and Candy will research the state ordinance and share their findings with McKay so he can revise the District ordinance.

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

John Blickenstaff made a motion at 6:30pm to adjourn the meeting. It was seconded by Roger LeFevre and passed unanimously.

Neil Anderton: Aye

Michael Wheelwright: Aye

John Blickenstaff: Aye

Steve Turley: Aye

Roger LeFevre: Aye

Mike Durr: Aye

Karl McMillan: Aye