

Timber Lakes Water Special Service District

450 W 910 S Suite 100

Heber City, UT 84032

435-654-0125

Meeting via Zoom

September 16, 2025

Board Meeting Minutes

**Chairperson:** John Blickenstaff called for the meeting to come to order at 5:00 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, excused

**Prayer/Remark:** John Blickenstaff shared a quote by Martin Luther King, Jr., and another by Russell M. Nelson.

**Concerns/Issues from TLPOA:** Nick Kryger inquired about the agreement with the Timber Lakes POA about maintaining fire hydrants during the winter. The District has not received a response from the POA. It will likely be added to the agenda for the October meeting. Jody will provide Nick with GPS coordinates to all the fire hydrants so that Nick can add the missing hydrants to the map.

**Approval of August 2025 Minutes:** A motion was made by Mike Durr to approve August 20, 2025 meeting minutes as written. It was seconded by Roger LeFevre and passed unanimously.

**Approval of September 2025 Warrants:** After review and discussion, a motion was made by John Blickenstaff to approve the warrant list 15480-15499, ACH payments for September and the credit card payment of \$1,089.86 for August. The motion was seconded by Neil Anderton and passed unanimously.

**Ratify August/September Payroll:** John Blickenstaff made a motion to ratify the payrolls, previously approved by two board members for pay periods ending 8/30/2025 and 9/13/25. It was seconded by Mike Durr and passed unanimously.

**Managers' Report:** Jody reported that Lance Excavating has installed and backfilled all the piping for the Capital Project. One overflow master meter will be installed this week. The new lines have been tied in, flushed, chlorinated and pressure tested.

A vacuum truck was rented for cleaning the valve lids before the new collars could be installed. Jody will get extra concrete from the next project load to pour collars around additional valves.

The crew needs to remove trees surrounding the new spring location in preparation for future development.

Jody will ask the property owner on Buck Way where trees were removed so Lance Excavating could replace pipe to accept cash for tree replacement, which would allow the owner to purchase the new trees next spring. The crew will clean up his lot and deliver road base to that owner's neighbor whose driveway was impacted by the contractors.

The crew is working on a small list of minor issues Osha wants fixed by 9/23/2025.

Neil, Karl, and John will be invited to meet with the Wasatch County Fire Chief when Jody sets up the meeting to discuss water and fire mitigation.

Michelle stated there was only one tax certification submitted to Wasatch County for 2025.

**Executive Session:** At 5:48, Mike Durr made a motion to enter executive session to discuss legal. It was seconded by Karl McMillan and passed unanimously. Neil Anderton made a motion to exit executive session at 5:54 and enter regular session. It was seconded by Steve Turley and passed unanimously.

Karl McMillan made a motion to adjourn the meeting at 5:55. It was seconded by Mike Durr and passed unanimously.

Neil Anderton: Aye

John Blickenstaff: Aye

Michael Wheelwright: Aye

Mike Durr: Aye

Roger LeFevre: Aye

Steve Turley: Aye

Karl McMillan: Aye