

Timber Lakes Water Special Service District

450 W 910 S Suite 100

Heber City, UT 84032

435-654-0125

Meeting via Zoom

September 15, 2026

Board Meeting Minutes

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

Board Attendees: Neil Anderton, John Blickenstaff, Michael Wheelwright, excused, Mike Durr, Steve Turley, Michael Murphy, excused

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

Prayer/Remarks: Neil Anderton offered a remark and thanked the staff and board for all their service.

New Business: Following his resignation, the board would like to thank Roger Lefevre for his service on the board. This has created a vacancy that needs to be filled by a full-time resident. The county manager's office identified a discrepancy in past board appointment processes, prompting Neil to schedule a meeting with Dustin Greybaugh to resolve the issue. The board discussed approaching Nick Kryger as a potential candidate for the vacant position.

Concerns/Issues from TLPOA: TLPOA liaison David Ricks provided an update on the mail house project, indicating it should be operational within two weeks.

Jody explained the emergency communication procedures for water system issues, noting that the TLPOA maintains a more accurate contact list than the water board which the water company has utilized in the past.

Approval of August 2026 Minutes: A motion was made by John Blickenstaff to approve the August 18, 2026 meeting minutes as written. It was seconded by Mike Durr and passed unanimously.

Approval of September 2026 Warrants: After review and discussion, a motion was made by John Blickenstaff to approve the warrant list 15730-15749, the ACH payments for August and

the credit card payment of \$568.22 for August. The motion was seconded by Steve Turley and passed unanimously.

Michael Wheelwright, treasurer, previously reviewed and approved the August Bank Reconciliation

Ratify August/September Payroll: John Blickenstaff made a motion to ratify the payrolls previously approved by two board members for pay periods ending 8/29/2026 and 9/12/2026. It was seconded by Neil Anderton and passed unanimously.

Manager report. Michelle discussed the two tax liens totaling \$1,976.23 with those individuals being given time to pay before the deadline on Friday 9/18/2026.

The annual insurance fees are due and will be paid via ACH next month.

Jody provided updates on ongoing EPA work with manganese and PFAS samples.

Tank inspections were conducted last week, with results expected within 30 days, A decision will be made about whether to keep an additional smaller tank that was inspected.

Jody also discussed plans to pour concrete collars around valves to prevent damage from road grading. He is working on documenting and tracking pressure reducing valves using GPS locations and photos to improve maintenance records. The team is updating meters with new data-logged models that allow remote monitoring and 90-day historical data access, though this requires future antenna installations on tanks and church property for better communication.

The EPA is providing an Excel spreadsheet containing 25 years of water quality data for easier charting and customer reporting.

Jody reported that water tanks are full, but flows are significantly down and explained that annual water rights reporting requires detailed documentation of water usage including flushing, hydrant use, and trucked water to account for losses. Jody noted that high water rates have encouraged conservation as people stop watering lawns after one month of costs.

Other Business: Neil proposed organizing a retreat before cold weather sets in, where board members and staff would discuss topics and ideas for potential changes. The group agreed that both staff and board members would generate topics in advance. Neil invited David Ricks to also attend and bring ideas from the TLPOA.

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

John Blickenstaff made a motion to adjourn the meeting at 5:45. It was seconded by Mike Durr and passed unanimously.

Neil Anderton: Aye John Blickenstaff: Aye Steve Turley: Aye Mike Durr: Aye