

**Timber Lakes Water Special Service District
Wasatch County Offices
25 North Main, Heber City, UT 84032
435-654-0125
March 28, 2017
Board Meeting Minutes**

Chairperson: David Hansen

Board Attendees: Neil Anderton (2019) **excused**, Reg Anderson (2016), Ralph Lewis (2016), Mike Wheelwright (2016), Steve Farrell (County Rep.) David Hansen - (2017).

Other Attendees:

Jody Defa, Timber Lakes Water System Manager **excused**, Craig Hall, Timber Lakes Water Office Manager, Jared Moss - Legal Counsel

Bonnie Huetter, **HOA Representatives**, Kathy Wheelwright, Ken Horne **HOA Mountain Manager**, Doug Spenst, a part time home owner, was present as well.

Meeting called to order at 6:03 pm.

Prayer/Remark: None this meeting

Public:

No comments from public

Old Business:

No old business.

Previous Minutes corrections and TLPOA:

There is a discrepancy in the pressure (25psi) the fireman mentioned in the first meeting, and the 45psi Jody, Neil and Ernie discussed in the second meeting with the Fire Board. Mike mentioned that Jody has a record of all the fire flows and the pressure of all 300 hydrants in the water system. The board recommended that Jody color code the pressure on all hydrants in the water system with high, medium and low pressure ranges as well as obtain GPS locations of all hydrants and communicate the information to the fire department.

Bonnie indicated she had listened to the minutes and that as she understands it, the pressures mentioned in the minutes were incorrect and that there is confusion whether pressures were 25 psi or 45 psi at the hydrant. Bonnie further stated she heard the pressures were between 15 and 20 psi. It was determined that Jody measured 45 psi at the hydrant and that the 25 psi notation was at the fire truck which was located uphill. David asked that it be corrected in the minutes.

Another sentence was changed to read that the fire department had several trucks at the fire and they need to be educated about our system. Ken and Bonnie asked that the reference to the HOA guys hitting the water valves be removed from the minutes. The HOA maintenance team did not hit the valves rather the issue was that snow removal efforts buried or bent the flags and thus obscured the location of the hydrant.

Steve Farrell made a motion to accept the minutes as corrected. Reg Anderson Seconded. Motions passed unanimously.

Warrant List:

We left off last meeting with check number 12588 and start this meeting with check #12589 and end with check # 12648. The Now CFO bill is for audit preparation by Greg Koberlein, who used to be the county comptroller. After the audit is finished, we will bring in the county comptroller to take over. The 1998 bond ends December 2017, the 2004 bond ends Dec. 2024, and the two 2011 bonds end in June of 2031. We want to refinance the 2011 Assessment bond in 2021 to reduce the 8% interest. The invoice to Bisco was for two separate pumps to replace aging pumps. Steve Farrell was concerned that we were purchasing wrench cost over \$200, Following the meeting Craig verified that the charge for a full set of ratcheting wrenches. Craig detailed the other Bisco purchases. **Steve Farrell made the motion to accept the minutes, Mike Wheelwright seconded, the motion passed unanimously.**

Policy and Procedure Review/Rates

Jared Moss mentioned that Jody Defa will be sending out the first policy that needs reviewed and updated by the board. David Hansen ran into Matt Millis from Zion's Bank at the water conference in St. George. They discussed water rates, ratio's and the desire to delay any rate increases until the 1998 bond is paid. Matt's 2011 analysis his 2011 analysis of the District finances mentioned that we should have raised rates already, but the board wants to wait until the 1998 bond is finished to address rates and not further burden any of our customers.

We discussed the need to add a video explanation related to fire flows and system pressures to the website. A decision to do this will be delayed it until next board meeting.

Water Report:

Jody Defa reiterated via telephone what Neil Anderton mentioned about the meeting with the fire board about training, fire hydrants, head loss and pressures, and pressure loss, and needed training of the fire department to avoid problems in the future. Jody tested the fire hydrant at 1851 Blue Spruce-it had 45psi and flowed 840gpm. Twelve out of 300 hydrants have lower pressures. Jody will get a map for the fire department showing GPS locations, flows, pressures etc. for Timber Lakes fire hydrants.

Crews have found a couple of system leaks on the cabin owner's side. Payment for services like fixing a tap will be part of what we discuss as we go through our policies and procedures.

RFP for attorney selection:

A decision regarding the selection of an attorney will be delayed until next month since that action was not noticed in the paper.

Other:

Doug Spent a part time lot owner introduced himself. He put in his application to be on the board.

Executive Session:

Ralph Lewis made the motioned that we go into executive session, Reg Anderson seconded to talk about personnel issues.

Ralph Lewis made the motion to come out of executive session and close the meeting, Reg seconded it and all were in favor.

Meeting adjourned at 7:30 pm.