

Timber Lakes Water Special Service District

Wasatch County Offices

175 North Main, Heber City, UT 84032

435-654-0125

June 19, 2018

Board Meeting Minutes

Chairperson: Neil Anderton

Board Attendees: Neil Anderton, Reg Anderson, Ralph Lewis, Steve Ferrell, Michael Wheelwright, John Blickenstaff.

Other Attendees: Jody Defa, Timber Lakes Water System Manager, Jared Moss, Counsel, Pam Hall, Michelle Embry.

Meeting called to order at 6:00PM

Prayer/Remark: Jared Moss

Property Owners Association: Gary Hume, POA, had a couple of concerns regarding properties 1320, 1321 and 1322. The POA was going to foreclose but has since agreed to settle on the three lots with the lender. The agreement should be signed on June 20, 2018, at which point the District can decide what it will do. The POA will advise us if they do not sign the settlement agreement. The POA is hoping to get the approval for the new gate next week. They also are looking at the new water line to the front security shack. Jody Defa does not think the water connection location will be very practical and suggested that the POA look at connecting at the Boxwood location. The suggested location might save money because it is a shorter distance. Gary Hume will take the suggestions back to the POA board and get their opinion. If the POA makes the new water connection to the Boxwood location, they would have to pay for a water connection fee. Discussion was also held regarding the prohibition against outdoor watering. More residents appear to be watering grass and trees. This matter will be addressed and dealt with soon. Suggestions were made to send a letter out through the POA regarding water and what is allowed. Jody spoke with Ken Horne, the POA's Mountain Manager, to give him an example of how the backflow manager for the POA's water truck operates. Gary Hume agreed that the POA should pay for the backflow manager to protect the system when in use. The District has already purchased the backflow manager at a cost of \$1,500 and will now invoice the POA. By the end of the year, the District will need to meet with the POA's road department, near Deer Creek and Blue Spruce, to uncover a water valve that was covered with asphalt. The asphalt around the valve will need to be jack hammered out and a collar installed to raise the valve lid before winter

Public: No one present: No concerns from the public.

Minutes: Motion was made by Steve Ferrell to approve May minutes. It was seconded by Neil Anderton and passed unanimously.

Warrant List: After review and discussion, a motion was made by Reg Anderson to approve the warrant list for May 15, 2018 to June 19, 2018, including numbers 13296 to 13351, and including the credit card payment for May. The motion was seconded by John Blickenstaff and passed unanimously. The office staff was directed to follow up with Work Force Services about their invoice and demand letter for next meeting.

Water Rates Discussion: Water Meter installs are up from 14 to 50 in the last year. The District will need to develop more springs and will need more materials. In order to be able to make future improvements, repairs and to replace assets, we need to adjust rates this year. Calculations will need to be evaluated to see how much water home owners are using. Jody Defa will email the Zions Bank presentation to each board member and will bring more detailed water usage information to the next meeting.

Discussion Regarding Impact Fee: After discussion, the Board determined that we are probably not allowed to charge an impact fee. Rather, we will need to consider raising connection and usage fees.

Water Managers Report: Jody Defa met with different banks in town and recommended that Mountain America Credit Union offers the most benefits for the District. They already serve several municipalities and seem to understand our relationship with the County. Their overall fee structure will save us money. A motion was made by Steve Farrell authorizing Jody Defa to work with Mountain America to set up the new accounts and transition our banking from Wells Fargo to Mountain America Credit Union. The motion was seconded by John Blickenstaff and passed unanimously. Jody Defa and Pam Hall suggested changing from SIP to Express Bill Pay to save time and money and improve online payments. A motion was made by John Blickenstaff authorizing the staff to initiate moving our online bill payment system from SIP to Express Bill Pay, to incorporate the transactions automatically into our accounting software and to waive credit card and e-check fees charged by Express Bill Pay to encourage more home owners to pay online. The motion was seconded by Steve Farrell and passed unanimously

Executive Session: 7:48 PM, John Blickenstaff made a motion to go into Executive Session to discuss personnel and legal issues. The motion was seconded by Michael Wheelwright and passed unanimously.

Public Meeting: 8:30 PM, John Blickenstaff moved to end the executive session, Ralph Lewis seconded, and the motion passed unanimously. Meeting adjourned.