

Timber Lakes Water Special Service District

Wasatch County Offices
25 North Main, Heber City, UT 84032
435-654-0125
April 15, 2014, 6:00 p.m.

Board Meeting Minutes

Chairperson: Neil Anderton

Board Attendees: Neil Anderton, Reg Anderson, Ralph Lewis, Leno Franco, Mike Wheelwright, Steve Farrell, and David Hansen

TLW Personnel and Legal Counsel Attendees: Jody Defa and Jared Moss

TLW Minutes: JaNae Quilter

The meeting began at 6:00 p.m.

Approval of March 11th minutes: Leno Franco recommended that the Warrant List and the Check Register need to be clarified on future minutes. Steve Farrell made the motion to approve the minutes as presented. Reg Anderson seconded. Motion passed unanimously. David Hansen abstained, as he was absent 3/11/2014.

Approval of LDS Church Meeting minutes: Omit duplicate guest name, Grant Cooper, correct page 2, paragraph 2; replace 70,000 with 7,000 acres, and correct Page 2, paragraph 6 as noted. Steve Farrell made the motion to approve the minutes with the noted corrections. Ralph Lewis seconded. Motion passed unanimously. David Hansen abstained, as he was absent 3/11/2014.

Due Diligence Update: Neither Duane or Jared Moss were present as this point on the agenda. Item was tabled.

Franson Engineering work orders: Two work orders have been requested for approval signatures; the Board agreed that Jody Defa will sign them and send them back.

Warrant List/Check Register: Warrant List Checks started at #10909 and ended on #10941. The Check Register started at #10876 and ended on #10908. Check # 10833 was questioned last month; it was an Aflac payment that had not posted to the GL. Mileage reimbursements will be approved and signed by Chairman, Neil Anderton. It is noted that the budget numbers of \$12-15K for the Auditors (Hawkins, Cloward & Simister) and Kiersten Smith have not seen the anticipated decrease. The Board suggested reviewing the total figures from both Kiersten Smith's and the Auditor's prior years at next month's meeting for comparison.

A change needs to be made on Ralph Lewis's check # 10931 to the proper GL account. David Hansen made the motion to approve the Warrant List with the noted corrections. Michael Wheelwright seconded. Motion passed unanimously.

Andrew Hoggan penalty removal (Lots 995 & 1834): Discussion on removal of penalties that have accrued from January 2014. It was decided that since Mr. Hoggan has not paid any of his two outstanding water bills from the time he acquired the properties in 2013, the removal of penalties accrued since January 2014 will be denied. The Board agreed that Neil Anderton and Duane Moss contact Andrew Hoggan with denial of the request.

Office Rental Space: Ralph Lewis withdrew the recommendation of sharing the Timber Lakes HOA Office Space. Jody Defa talked with Tom Stone at the Tate Building about monthly rates. David Hansen suggested letting Jody Defa handle it.

Water Manager Report: Boxwood Lane thawed 4 weeks ago, the tank started to drain and water was coming out both sides. The Crew would like to begin digging out the dirt hill in front of the shop for a parking and turn around area, which would include a higher berm and rock wall. David Hansen suggested checking on the conditional-use permit to stay in compliance with the County. Overall, the System is functioning well. The Crew has been tagging the fire hydrants to map slower flow areas. There are approximately 10 new meters to be installed this year.

Other Business: Hawkins Cloward & Simister are scheduled to attend May's Board meeting for the 2013 Audit review. David Hansen asked about the delinquent and past due list and Jody Defa informed the Board that the office has sent out delinquents and will be turning over the delinquent list to the County in April for liens. David Hansen suggested foreclosing on delinquent properties, selling and recouping the losses. Steve Farrell suggested looking into the Bond documents for the proper procedure of selling bonded properties.

David Hansen motioned to adjourn. Mike Wheelwright seconded.
Meeting adjourned at 7:45 pm

Executive Session: Personnel

Mike Wheelwright made the motion to go back into regular session. Reg Anderson seconded.

Delinquent/Late Fee Adjustments: David Hansen made the motion to have a change in policy in that, the Office Staff can propose a recommendation/request to the Board Members for any/all adjustments and will be subject for the Board's consideration and/or approval. Jody Defa will bring information on the adjustments from 2013 to May's Board meeting. Ralph Lewis seconded. Motion passed unanimously.
David Hansen motioned to adjourn. Reg Anderson seconded.