

**Timber Lakes Water  
Special Service District**  
Wasatch County Offices  
25 North Main  
Heber City, UT 84032  
435-654-0125  
2/21/12  
6:00 p.m.

### **Board Meeting Minutes**

**Chairman:** Neil Anderton

**Note Takers:** Carol Baker and Sherry Valdez

**Board Attendees:** Neil Anderton, Ralph Lewis, Mike Wheelwright, Greg McPhie, and David Hansen. Leno Franco was excused.

**TLW Personnel and Legal Counsel Attendees:** Jody Defa, Carol Baker, Sherry Valdez, Duane Moss.

Meeting began at 6:00 p.m.

**Approval of January Board Meeting Minutes:** The January minutes were reviewed. **Greg McPhie made the motion to accept the minutes with the amended changes (adding Mike Wheelwright to the list of Board Members that received a plaque.) Mike Wheelwright seconded the motion. The motion passed unanimously.**

**Warrant List:** The Board reviewed the warrant list. The check numbers started at 9995 and ended at 10055. The Board questioned a few of the checks being issued: check number 10030, to Electric Wholesale Supply, was issued for a wire to run a fan in the chlorinator shack, as well as a door switch. Check number 10045, to Techlogic, was issued for a printer and to and work out compatibility issues with Caselle. Check number 10048 to U.S. Bank was issued for three bond payments, which is a monthly occurrence, and check number 10052, to Zion's Bank Public Finance, was issued for the Impact Fee Analysis. **David Hansen made the motion to**

**approve the warrant list. Greg McPhie seconded the motion. The motion passed unanimously.**

**Old Business:** The Board needs to review the termination policy and will discuss this during March's Board Meeting. The Board will consider whether it will take its role in making arrangements for slow paying customers.

**Internet Demo for Credit Cards:** Brandon Cowley from Secure Instant Payments gave an internet demo for the Board Members in regards to using their web site to accept credit cards for payments. This site will allow Visa, MasterCard and Discover credit card owners to pay online with a 3% transaction fee (or \$1.50 minimum charge). The Board made the decision to go with the offer from Secure Instant Payments. The cost to the office is a flat \$15.00 fee per month.

**Truck Bed:** The new truck bed has been ordered and will arrive next week.

**Water System:** There is an issue going on with the meters installed during the 2008 water system improvement project. The specs on the 4 meters require an IP67 (accidental immersion in water – up to 30 minutes). The question arose as to who is responsible for the cost of replacing/upgrading these meters, Horrocks Engineer or Build Inc. The cost difference between the specified meter and the upgrade which should have been specified is about \$300.00 to \$400.00 per meter. The specs were wrong and after much discussion, it was decided that Duane Moss, Jody Defa and Ralph Lewis and Neil Anderson will set up a meeting with Horrocks and Build Inc. The meters are covered under a one year warranty. The manufacturer of the IP67 sent Jody and email stating they were never asked about the specifications.

**Other:** David Hansen presented the Board with a spreadsheet regarding the research on the billing history and the impact fee analysis results. David and Jody will continue working on this information with Matt Millis and report back to the Board when they have results. This will be discussed further at the Board Meeting in March 2012.

Discussion was made regarding some employee dissatisfaction in regards to the raises given to employees at last month's Board Meeting.

**Leasing Water:** There was discussion regarding leasing unused water from the system for downstream uses. This would necessitate a change application and a likely protest hearing. The Board determined not to further consider leasing at this time.

**Neil Anderton made the motion to adjourn the Board Meeting. David Hansen seconded the motion. Motion passed unanimously.**

**Meeting adjourned at 8:18 p.m.**