

Timber Lakes Water Special Service District

Wasatch County Offices

25 North Main, Heber City, UT 84032

435-654-0125

February 17, 2015, 6:00 p.m.

Board Meeting Minutes

Chairperson: Neil Anderton

Board Attendees: Neil Anderton (2015), Reg Anderson (2017), Ralph Lewis (2016), Mike Wheelwright (2016), Steve Farrell (County Re), Leno Franco (2016) and David Hansen (2017).

Other Attendees:

Jody Defa, Timber Lakes Water Manager, Craig Hall, Timber Lakes Water Office Manager, Duane Moss & Jared Moss-Legal Counsel.

Due Diligence:

Jared Moss deferred the due diligence to be discussed in the executive session.

Audit Bid Report-Selection Committee

Jody reported on the auditor selection. Neil suggested that we have a selection committee for the once the documents have been returned. We need 3 board members for the selection committee and one to be the procurement officer. Neil, Michael and Reg were selected for the selection committee. Jody Defa is going to be the procurement officer for this process. The board took a vote on this and David made the motion that Neil, Michael and Reg be on the selection committee and Jody Defa is to be the procurement officer. Seconded by Ralph Lewis and the board approved this unanimously.

Steve made the motion to accept the evaluation form and the conflict agreement for the auditor that will be selected to audit our books. David seconded this motion. The board approved.

Comptroller for the county:

Steve stated that a Comptroller has been hired and is up and running. Next meeting Steve will bring Craig the new comptroller and a job description of his duties.

Public Q & A:

No public questions.

Minutes:

December minutes have not been approved as Craig has not received them to type up.

The January minutes corrections are as follows:

- 1) Due diligence – proof of water rights prevents the districts sharing in the water rights.
- 2) The District should file a change application to the original plats for new water sources and sections.
- 3) Change accounting RFP to Auditing RFP.
- 4) Change the spelling of led to lead.
- 5) Change mute to moot.
- 6) Recommended that we to look at the tax residents to determine full and part time residents.
- 7) The tanks are down a foot in a 24 hour period.

Motion made by David Hansen seconded by Michael Wheelwright. All approved.

Warrant List

Leno stated that the checks started 11448 – 11496 for an approximate total of \$ 50000. David questioned the voided check 11336 which was approved.

David questioned the check to Schonstedt Instrument Company and Jody explained that this was for the metal detector repairs. One of which was under warranty and the second one was out of warranty.

In March, we start with check #11497.

Motion to approve made by David, seconded by Steve. All board members approved.

Accounts Receivable:

David was questioning the aging. Jody said that the \$76000 stand out and it looked odd. Jody stated that the past due is greater than 60 days. Jody cut and pasted the amounts. Jody said to let him go back and look at it again. The accounts receivable shows the balance after the payments are posted. Add a column for a status as to where we stand in the process.

Lot 1081 that is in the county name needs to be liened so that we can collect on it at the tax sale.

Base Model System

Franson engineering has proposed to run the existing model at a cost of \$ 9700.00. The board needs to determine the necessity as to whether we need incur this expense. If the model shows that adjustments may be needed or if there is some other issue then the model if calibrated correctly should be within 5-10% variance from the model.

David made the motion that we should go ahead and have Franson run the existing model so that Jody can document the issues and this is not to exceed \$1500. Steve seconded it. All agreed and the motion approved.

Conservation Plan

Jody stated that the board needed to sign the conservation plan and adopt it. David made the motion to adopt the conservation plan. Michael seconded this. All agreed. The motion passed unanimously.

Other Business

The issue with Nick Kryger's plea is that if he is connected to the system then he is liable since he took ownership of the property. Mr. Kryger wants the fee for the 4000 gallons relieved due to having to renovate the cabin. Craig is to research whether he has paid for some of the previous owner's bill.

David made the motion to approve and was seconded by Steve. All approved and the motion passed.

Motion to dismiss was made by Mike Wheelwright and seconded by Ralph at 8:35pm. All approved.

Motion to go into a short executive session.