

**Timber Lakes Water
Special Service District**
Wasatch County Offices
25 North Main
Heber City, UT 84032

435-654-0125
6:00 p.m. on 05/17/2011

Board Meeting Minutes

Facilitator: Neil Anderton

Note Taker: Carol Baker & Sherry Valdez

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

TLW Personnel and Legal Council Attendees: Jody Defa, Carol Baker, Sherry Valdez and Duane Moss

Guests: Erin Kemp, Troy and Gretchen Wilde, and Gerald Moore

Meeting began at 6:00 p.m.

Neil Anderton commented that he would like to have the agenda sent out five days before the meeting so that everyone has time to review it. Neil also requests the Public Q & A session be moved to the beginning of the meeting. It is also noted that the Board Members would like a draft of the minutes within one week of the Board Meeting so that they can review it while memories are still fresh.

Owner Issues: Erin Kemp, lot 847 inquired if she may plant indigenous trees and shrubbery at her property, only watering the plants while the roots are being established. The Board commented that our water rights are for indoor rights only, there is to be no long term watering. TLW's water rights equate to approximately .45 acre feet per household. The Board commended Erin for proceeding in the proper manner. **David Hansen recommended holding fast to the no permanent outdoor water use, but to allow lot 847 a short term water use for her drought resistant trees and shrubbery.**

The Board will determine any outdoor watering use requests on a case by case basis.

Boxwood Lane: Troy and Gretchen Wilde came to discuss the Scott Treu proposal that took place in 2006. It is Mr. and Mrs. Wilde's understanding that the five lot owners that paid \$3,400.00 would not be assessed a monthly bill according to Scott Treu's proposal. Those that chose not to buy into this agreement would not have any fees or penalties waived. If they choose to buy into it currently, they will be assessed for the past fees and penalties. The line was supposed to be installed in 1998; however TLW was not in a financial position to proceed with the project, and there was no access or road at this time.

In 1997, water hookup fees were \$3,250. That amount was reduced in the early 2000's. Currently the amount of the hook up is \$3500 and meter hookup fees are billed on an individual basis. Getting hooked into the water line increases the value of the property. TLW confirmed that we honor all fees paid to Veigh Cummings before we purchased the water system. Did the \$3,400.00 payment paid by the people on Boxwood Lane go towards paying the impact fee? TLW will research documents from 2006 to confirm what this money is paying for. Troy and Gretchen Wilde need to be in the clear so they can proceed when they are ready to build a cabin. It is TLW's understanding that the \$3,400.00 was to pay the 1998 bond and bring the lot owners that had paid up to even par with all of the lot owners. The Board thinks that the \$3,400 paid by the Boxwood lot owners was to pay for a portion of the pipeline installation on Boxwood Lane and not the impact fee.

Lot 1236 Issue: Gerald Morley met with Jody today regarding the lot next to Mr. Morley, and said he wanted to sell his property to someone else, and as part of that sale, the new owner wanted road moved away from where it would impact his land, which led to the road running across Mr. Morley's land. Bruce Cummings did not inform the HOA of this change. Currently the road, water lines, and power lines are now coming through Mr. Morely's (lot 1236) property. TLW moved the water lines up to the new existing road. The lot is estimated to be 1.5 acres, which Mr. Morley says works out to be about 1/3 of the land being obstructed by the road. The HOA doesn't want to buy all of the land obstructed by the roadway, only what they are currently utilizing. Essentially, the road cuts through Mr. Morley's property, but does not occupy all of the property it cuts through. With the road the way it is, about 1 acre of land is useable.

There became a prospective easement in 2003 on lot 1236. The current owner considers this new because TLW moved the water line to the existing road. TLW will request a formal position letter from the HOA regarding this lot. TLW also stated that we will pool other HOA and Water Company issues together. We will identify these issues and meet with the HOA to bring up specific issues. **Greg McPhie would like to join Neil Anderton in going to the HOA to bring up these specific issues.**

Approval of April Board Meeting Minutes: The minutes were reviewed. **Greg McPhie made the motion to accept the minutes as they are written. Ralph Lewis seconded the motion. Motion passed unanimously.**

Warrant List: The warrant list was reviewed. The checks began at 9492 and went through 9541. The Board questioned check number 9522, issued to Horrocks Engineers. The invoice is for Dave Dillman's time. The Church of Jesus Christ of Latter Day Saints should be paying for the engineer's cost. Timber Lakes Water is requesting specific written clarification for work performed for the last bill sent by Horrock's Engineering. Jody will make that request on TLW's behalf. Neil Anderton questioned the voided checks from last month. These checks were due to a misprint issue. The U.S. Bank checks are set up quarterly but we break it up into monthly payments. **David Hansen made a motion to approve the warrant list. Mike Wheelwright seconded the motion. The motion passed unanimously.**

Springs operating agreement: The Presiding Bishopric of the Church of Jesus Christ of Latter-day Saints has to review this agreement before it can be signed. The access maps references which gates we utilize, tank locations and water sources and pipeline's on the L.D.S. Church Camp property.

It is suggested that we have an auto cad file (ACD) rather than the PDF file. We do have three disks and hard copies.

Telemetry System: The telemetry station will be added to the cost estimate spreadsheet and will show mag meters and RTU units. Timber Lakes Water will get more training from Max Covey with the Jordanelle Special Service District. Max will be a huge asset to learning the Telemetry System. The Board requested Jody present them with a demonstration of the capabilities

of the telemetry system via the internet. Lightening hit the telemetry system. This damaged some electronics and the tank level sensor. The board authorized Jody to get some training from Max Covey with Jordanelle SSD.

Bond Issues: Regarding the \$25.00 capital fee, we need to have our numbers in place by fall so we have information for the Timber Lakes Residents. One issue prior to the new waterline project, was that much of the District's cost were for Capital Improvements, so we up scaled our Operation and Maintenance impact fees. \$14.00 of the \$25.00 going to O & M capital, while the remaining \$11.00 goes to the 1998 and 2004 bond. TLW needs that money to cover costs; we could apply this to the spring development, etc. Restructure and infrastructure is an issue. Operating costs can't come down unless we change the infrastructure account. We need to research this and decide what needs to be done. We will make no changes until we get the springs developed and have the new system established. The spring on the west side needs a pumping facility. Jody has some calculations on a spreadsheet he will email the Board Members, including a summary on the last page. There is an added 10% contingency. The spreadsheet will need to be tweaked just a bit. The Church of Jesus Christ of Latter Day Saints will have the option to share in any cost of the spring developments; share sources and share equally; we need to present them with an offer for share development costs. Most of this manpower and equipment justifies the \$25.00 fee. This project could take the next six years to complete which will even out the \$25.00 fee.

Most people do not understand how much more expensive it is to get water on a mountain. Although our new system is new, we just don't stop doing ongoing maintenance and monitoring. TLW has been ranked by the Division of Drinking Water as a 1.5. Some systems that are in worse shape rate over 200. The majority of water systems are below 40. TLW is miles ahead of what we were 8 years ago.

Delinquent/Shut off Procedures: Duane and Jody were unable to attend the class on impact fees. Mark Anderson, an attorney, presented the training and Dane will contact Mark to get the report. The Board will table this matter until we have the report and can research the documents. Having a cross-connection ordinance in place takes points off of the District's Sanitary

Survey. This survey is referred to as Improvement Priority System (IPS) by the Division of Drinking Water. The District has an IPS every three years.

HOA Issue: Craig Allen from the HOA wishes to present to TLW an office for their use at the Sales Office up at Timber Lakes, with the same agreement we have on the maintenance building. TLW declined, stating that we still have a 2 year contract with our current location.

Other: The truck is 6 years old and is experiencing maintenance problems. We could go with a smaller truck that would create problems with tools not being on hand when needed. We could put \$5,000.00 to \$7,000.00 into our current truck and it may run for a bit longer, however, we are taking a chance on how long it will run. We could consider trading it in. We could take the service body and get a new cab and chassis, upgrade. Jody feels a one ton truck is more useful and that the $\frac{3}{4}$ ton will be more likely to have suspension problems. **Greg McPhie made the motion for Jody to be authorized to do what he deems necessary to rebuild or purchase a new truck. David Hansen seconds the motion. Motion passed unanimously. Jody will report by email to the Board his decision as he moves forward.**

Look Out Mt. Tank Vault Issues: TLW will have to wait until the snow is gone to evaluate if the drain is working properly. We need access. The Board would like to table this matter until June's Board Meeting.

Adjourn: Greg McPhie made a motion to adjourn the meeting. Mike Wheelwright seconded the motion. Motion passed unanimously.

Meeting adjourned at 8:28pm

Action Items:

- **Jody will look into the budget in regards to purchasing a truck.**
- **The office will compile owner issues to present to the Board, so they may present them to the HOA.**