

**Timber Lakes Water
Special Service District**
Wasatch County Offices
25 North Main
Heber City, UT 84032
435-654-0125
10/18/2011
6:00 p.m.

Board Meeting Minutes

Facilitator: Neil Anderton

Note Taker: Carol Baker and Sherry Valdez

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

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

Guests: Mat Millis, Scott Riffle, Steve Mitchell and Guillermo Zelaya.

Meeting began at 6:00 p.m.

Approval of September Board Meeting Minutes: The minutes were reviewed. **Ralph Lewis made the motion to accept the minutes as presented. Mike Wheelwright seconded the motion. Motion passed unanimously. Greg McPhie abstained.**

Approval of RFP 2011 Minutes: The RFP minutes were reviewed. **Ralph motioned to approve the minutes with the suggested changes. Leno seconded the motion. Motion passed unanimously.**

Warrant List: The Board reviewed the warrant list. The check numbers started at 9800 and ended at 9837. The Board questioned check 9836 for the amount of \$503.13 to the WCF; this check was issued for liability. In addition the Board inquired in regards to Check 9812 for the pumping

expense issued to Heber Light and Power. This expense is for the telemetry system. **Greg McPhie made the motion to approve the warrant list.**
Ralph Lewis seconded the motion. The motion passed unanimously.

Old Business: TLWSSD Termination Policy: This has not been resolved yet and will be put on hold until next meeting.

Update of TLWSSD Logo: Greg McPhie brought examples of the logo's. The Board chose the first logo. Greg McPhie will present different colors on the selected logo to the next Board meeting.

Old tank refitting for emergency needs: Mike and Jody have inspected the tank and should have bids back by the end of this week. During Labor Day weekend 100,000 gallons went through the tank due to the holiday.

Fire Station District: With regards to the Fire District there are a few legal issues that need to be resolved with Jordanelle, before we can move along. The Fire Station money will come out of the impact fee. This year's money must be allocated before the end of the year. The estimate to repair the damage on the old tank is \$7000.00 to \$10,000.00. Sandblasting the entire tank would give the life of the tank another twenty to thirty years.

Wells Fargo Presentation: Three representatives from Wells Fargo attended the meeting to give Timber Lakes Water Special Service District a presentation of the available merchant services. The representatives also presented services regarding the ACH payments and a desk top scanner for customer checks. Wells Fargo will provide the scanner and training for the office free of charge.

Update of Impact Fee Analysis: Matt Millis from Zions Bank was present to discuss the Impact Fee Analysis. The issue of Boxwood Lane regarding the four property owners that did not pay the \$3400.00 was discussed. The overall findings of the first phase were cut and dry, thus completing phase I. Mr. Millis' goal is to establish a solid rate and plan, and to provide clarity to the monthly charges. Approximately \$11.00 of the \$25.00 capital fee is going towards the 1998 bond and approximately \$14.00 is going towards the Operation and Maintenance. Statutes 17B states that reserves must be specifically identified.

Proposed 2012 Annual Budget: Duane and Jody presented the proposed budget. Jody is checking on all insurances. TLWSSD need to advertise for the 2012 Budget for November 15, 2011 public meeting. **Leno Franco made the motion to approve the proposed budget and Mike Wheelwright seconded the motion. Ralph Lewis abstained. The motion passed.**

Resolution 2011-10 states that public hearing on November 15, 2011 as required by statute. **Mike Wheelwright made the motion to approve Resolution 2011-10. Ralph Lewis seconded the motion. The motion passed unanimously.**

Greg McPhie made a motion to adjourn. Leno Franco seconded the motion. Meeting adjourned at 9:11 p.m.