



**Timber Lakes Water
S.S.D.**

Timber Lakes Water Special Service District

Wasatch County Offices

25 North Main

Heber City, UT 84032

435-654-0125

January 21, 2014

6:00 p.m.

Board Meeting Minutes

Chairperson: Neil Anderton

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

TLW Personnel and Legal Counsel Attendees: Jody Defa and Carol Baker. JaNae Quilter is excused.

Guests: Eric Franson

The meeting began at 6:01 p.m.

Andrew Hoggan Lots 985 and 1834: The Board discussed the issues related to the removal of the tax lien of both properties that Mr. Hoggan purchased in the spring of 2013, as the tax liens were not attached at this time.

David Hansen made the motion to remove the tax lien balance of \$952.41 on each property. Reg Anderson seconded the motion.

There was discussion regarding the amount of the tax lien, and the motion was withdrawn.

The Board discussed having Jody go back and listen to the recording to put in the dollar amount.

Steve Farrell pulled up a previous email and read the amount of \$952.41 for both lots 985 and 1834.

David Hansen then re-instated his motion, based on the information in front of him, to approve waiver of tax liens in the amount of \$952.41 on lot 985 and lot 1834. Reg Anderson seconded the motion. Motion passed unanimously.

The office will notify Mr. Hoggan of the Board's approval.

Approval of Minutes: The November 2013 minutes were reviewed and approved, with one amended change. The December minutes were unavailable for review.

Steve Farrell made the motion to approve November's minutes, with the change to include David Hansen's name in the Board of Attendees. Neil Anderton seconded the motion. The motion passed unanimously.

Penalty Requests: Lisa Ashby sent an email requesting the waiver of penalties applied to her billing. The Board had insufficient information to consider the request and will take her request into consideration next month.

The Board discussed the fact that Timber Lakes Water Special Service District has an established hardship policy. We must be consistent with the execution of that policy related to waiver requests from customers.

The office will contact Mrs. Ashby, and notify her that her decision is under consideration.

Warrant List: The warrant list began at check number 10702 and ended at 10777. The warrant list was reviewed. The GL code for Check number 10762 was shown incorrectly and needs to be changed to show it as an employee reimbursement.

David Hansen made the motion to approve the warrant list, with a change of the GL code on check 10762 made out to Ralph Lewis, to reflect it is an employee reimbursement. Leno Franco seconded the motion. Motion passed unanimously.

Discussion with Franson Engineering: Eric Franson represented Franson Engineering.

The discussion began by commenting on the possibility of a water shortage due to the shortage of snow fall this winter. It was stated that we are currently at 70%.

There are Campbell Scientific CR200 data loggers on all of TLWSSD's spring measurement flumes. However some have stopped working, and are being replaced. These new loggers will need to be checked once a week.

TLWSSD needs to review the data collected and evaluate seasonal and annual fluctuations to help better understand historic and future water source supplies.

Some of the people in the Timber Lakes Subdivision want to install outdoor sprinkling systems for fire suppression. This is a big concern as their use could quickly drain our fire suppression storage and the ability of the fire department to fight the fire.

Alternate sources of water during a crisis were discussed, including the drilling of a new well and the interconnection with Twin Creeks Water Company.

Eric asked how many sources we have; there are nine springs from top of Timber Lakes to the bottom.

The possibility of tapping into Wolf Creek Ranch was discussed, but not considered further.

Also a possibility of working with the LDS church to combine services and storage for the purpose of an emergency situation, and how that could be a benefit to both TLWSSD and the LDS Church.

Eric Frandson will speak with Delmis Johnson tomorrow, and begin an introductory discussion regarding an emergency situation only. It will be an unofficial conversation with discussion. Grant Cooper is the contact person for the engineering with the LDS Church. It was noted that the LDS Church may not want to get tie the system together as they feel it would change their system designation and may require them to added sampling requirements and costs.

Eric explained that he is going to have to see the WaterCAD model and run some scenarios, such as build out, fire, high demand 4th of July, etc., and review pipe sizes and location of cabins to evaluate system potentials.

Any spring redevelopment needed can be done by John Orton, a Frandson engineer.

Jody will get Eric the library of information.

Franson Engineering will look at and propose costs for the completion of a feasibility report to identify system deficiencies and possible improvements, possibly including spring re-development or well development. Franson feels they can give a fresh perspective, and give information on the general analysis.

Eric believes it will take an estimated 20 hours and a figure of \$2,000.00 to \$2,500.00, for the analysis to take place, but he will get us costs after he reviews the information.

The decision was made for Franson Engineering to document individual work orders, approved by the Timber Lakes Water Board, before proceeding with any work.

Eric stated that you cannot, nor should you expect to contain a forest fire with a culinary system. Steve Farrell stated that the main concern in a major fire would be getting the people out safely.

Eric and Jody are set up for direct communication, and Jody can relay back to the Board, any discussions that may arise.

Eric also stated that the data on flow of springs will give valuable information. Eric could retrieve the state's data base on well logs, and other producing wells in the area, and make an assessment on alternative ground water sources.

The discussion related to emergency evacuation then discussed crash gate locations. There are several two track roads that could be used to get out of Timber Lakes should there be a fire emergency. Horrocks Engineering was supposed to look into another way of getting off the mountain using the main Lake Creek road.

Timber Lakes Water Special Service District has the required fire storage needed to meet state rules and regulations, with appropriately spaced fire hydrants. Every hydrant comes off of the culinary system. Timber Lakes Water is compliant with the state, has no evaluation points assessed, has a cross connection policy in effect, and has an emergency response plan.

Ralph Lewis inquired if it would be possible to pump out of Witt's Lake, and the response was that we do not have rights to that water, nor can we as it would contaminate our culinary system and be contrary to state drinking water regulations. Ralph also asked if we could divert surface water into a full storage tank that we could keep filled, but locked. The response was that the water would stagnate, and contaminate our system.

Steve Farrell suggested applying for a grant to add storage with the Community Impact Board. We are impacted by natural resource.

Water System Report: Jody stated one of the backhoe's hit a rock and tipped over. He also presented the Board with the costs for repairs.

Jody handed out the AR report to the Board which covered from August to December.

The meter installations were more than were planned for, and the finance charges are over 50%. He also pointed out there was \$42,000.00 in surplus in 2013.

It was mentioned that Timber Lakes Water needs to submit to some documents as required by our bond. Steve Farrell stated that the County IT department could help total the numbers needed.

It was summarized by the Board that Timber Lakes Water need be very careful spending, and adhering to the budget.

Last year we had \$154,000.00 in our budget from the Charitable Trust Fund, which is now complete and no longer available.

Steve also stated that Jon Bronson, with Zions Bank, is offering to take another look at the 2011 bond and perhaps reconsider purchasing it at a lower interest rate.

Neil Anderton moved that the public meeting be closed, and move into executive meeting at 7:44 p.m.

Steve Farrell made the motion to adjourn the meeting. Leno Franco seconded the motion. Motion passed unanimously. Meeting adjourned at 7:44 pm.

Executive session started promptly.