

**Timber Lakes Water Special Service District
Wasatch County Offices
25 North Main, Heber City, UT 84032
435-654-0125
September 20, 2016
Board Meeting Minutes**

Chairperson: Neil Anderton

Board Attendees: Neil Anderton (2019), Reg Anderson (2016), Ralph Lewis (2016), Mike Wheelwright (2016), Steve Farrell (County Re.) , Leno Franco (2016) and David Hansen - (2017).

Other Attendees:

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

Bonnie & Gordon Huetter, HOA Representatives.

Meeting called to order at 6:00 pm.

Old Business:

There are just a couple of loose ends to tie up on lot 1713 & 1714. Meter needs to be moved and then they will be responsible for figuring out the issue with the driveway. Steve Farrell asked if they paid their portion of this and Jody Defa responded that they had.

Prayer/Remark: Neil Anderton gave the prayer/remark.

TLPOA

Bonnie Huetter asked about applications to become a member of the water board and she was advised that they were on line at the Wasatch Website or Neil Anderton had some at the office.

There was also a fire up above Timber Lakes, but residence could smell the smoke. Reg Anderson claims that they stated that it was closer to Strawberry Lake and was supposedly a controlled burn.

Executive Session

Steve Farrell made the motion to go into executive session to discuss personnel since Dave Hansen has to leave early. The motion was seconded by Dave Hansen. Motion passed unanimously.

Questions from public:

No questions from the public.

Minutes:

Changes needed August minutes. David Hansen commented to remove under TLPOA “to prevent future blow ups.” Also Neil Anderton made the suggestion to change the wording of the adjournment to “Neil Anderton stated “If there are no objections to adjourn then we are adjourned. “ **Steve Farrell, made the motion to accept the minutes as amended. Michael Wheelwright seconded that motion. Motion passed unanimously.**

Warrant List:

Leno Franco stated that we started at check 12312-12359. The last check register ended at check 12311 from our minutes. Also included were copies of the debit to the checking account. **Michael Wheelwright made the motion to approve the warrant list with the debits and the credit card charges. Leno Franco made the suggestion that the statements be signed off prior to the meeting. Reg Anderson Seconded. Motion passed unanimously.**

Employee Evaluation Committee

Leno Franco reported that the committee looked at employees and their wages. The committee made the recommendation that the level 4 distribution that they would get a 3% increase in salary. That was the recommendation of the committee, but the district also needs to cut the over time.

Leno Franco made this in the form of a motion. Steve Farrell seconded. Motion passed unanimously.

Water Report

Jody Defa is to start working on the preliminary budget. Jody stated that we should have enough money to pay off the 1998 bond at the end of 2018. Duane Moss believes that we could refinance the bonds at the end of seven years rather than 10 years. Jody mentioned to Duane about arbitrage and Duane said to have the document emailed to him and he would look into it. Steve Farrell stated that we need to have Jody Defa go through the budget by categories 2016 to 2017. Leno Franco suggested that we need to break out overtime on the financials. Jody Defa stated that this last couple of weeks they installed an additional six meters. We have installed 14 meters for the above project. Total installed meters in 2016 is now 16. We also hooked up Todd Egerton and we have just a few details left to finish up. Jody Defa thought there was a problem with the telemetry but they were able to figure it out. Jody said that the dump truck is having air break issues and was taken to Rocky Mountain Collision to be placed on the dyno. We have to reset a few of the valve boxes before winter due to them being run into. We will be digging the valve boxes up and straitening them out before winter, because we could get to them last winter. There are a couple of projects to go this year. Reminder that we had an overflow last year and we had to reset that box so we going to reset the box before winter this year. We have one property at lot 1189 years ago the line was flushed and stubbed out because that is where the line ended. We were able to give this client service instead of rerunning the line to the road. When we got into the project there was only $\frac{3}{4}$ inch line meter stubbed out so we replaced the box. Sanitary survey is coming out to meet with us before it snows, although usually it is the division of drinking water the survey will be conducted by the health department here locally. The health department is coming out to crawl through our facilities including our tanks, screens, PRV's, pump stations, drains and everything else you can imagine to make sure it is right. I thought that the sanitary survey was every 3 years however the survey has been moved to every two years so that we are on the same time table as the church because the springs are in close proximity.

I feel like it makes you go through everything again and again before the snow comes. Ladder cages were purchased at auction to install and make it safer to climb up on the tanks. Jody and the board discussed property 423 regarding the All-West communications box being smashed and located to close to the road. The box was repaired however it was installed in the same location. Jody suggested that we obtain a taller flag at this location. The reason we were not charged last year was due to the lack of marking and flags.

There was no bill sent to us for the phone box being struck this year because we have assisted all-west in pulling them out when they get stuck in the snow.

There is a new state rule says that I have to list all of the board members contact information on the transparency web site. Please send me you contact information so that I can publish the information on the web site so the public can view it. The Utah association of special service district has contacted me in regards to every transaction and purchase along with the contact information for each board member. I can look at it more I wanted to know what you all thought. Duane Moss, asked for the information and he will look into this matter. Jody, check out more information regarding the web site and send it over to Duane Moss. Jody asked for the accounts receivable from Craig. Regarding lot 1319, Mr. Askerland's bill was returned back with a note attached. The note stated that he does not know why he is paying this water bill. I purchased this lot in 1976 and the lot does not have water. The lot also failed the buildable slope test. The price has decreased in value and it is not buildable. He is getting billed 69.61 every month for his water. Jody discussed what the board had done on previous lots with similar situation. The board asked if he has demonstrated that the lot was not buildable. Jody stated that he does have a water line at the road accessible to the lot. Jody, can please follow up with this matter and see that we have a statement from the planning department regarding where they stand on this property. Look to see if there is a letter on file regarding this property.

Other:

Craig also brought up a matter regarding an \$8,000 dollar check that he received from the American Title Company. Craig questioned what the \$8,000 dollars was for because we had not sent any invoice to the title company regarding Gary Cannon, I noticed that the new owner had falsified invoices for both Timber Lakes Water SSD and Heber Light and Power. I returned the check to Natalie at American Title Company, letting her know that we have never sent an invoice from Timer Lakes Water SSD. The invoice stated that the check was for bonding and meter metering. The new property owner went out to our website and took our logo and made up his own invoice to obtain more money from his loan. The title company cut a check to Timber Lakes Water SSD because the property owner had submitted an invoice to the title company himself. The board questioned where the property owner obtained the dollar amounts that where generated on the fictitious invoice. The board has recommended that Timber Lakes Water SSD should obtain the paperwork from the loan closing regarding Gary Cannon.

Craig has filed the tax liens in the amount of \$23,272.42 on 27 lots. The tax liens have been filed with the county recorder. The tax liens where filed through June 30, 2016.

David Hansen stated that we need to put out a notice that Timber Lakes Water SSD is accepting applications for board members for upcoming vacancies.

Steve Farrell made the motion to go into executive session. Lino Franko seconded the motion. Motion passed unanimously.

Motion to come out of executive session by Neil Anderton.

Motion to adjourn by Michael Wheelwright, and seconded by Ralph Lewis. Motion passed unanimously.