

## MINUTES

### WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT November 16, 2017

*In accordance with the requirements of Utah Code Annotated Section 52-4-7(1)(d), the District records in the minutes the names of all citizens who appear and speak at an open Board of Trustees Meeting and the substance "in brief" of their comments. Such statements may include opinion or purported facts. The District does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State Law.*

A regular meeting of the Board of Trustees of Wolf Creek Water and Sewer Improvement District (WCWSID) was held Thursday, November 16, 2017 at the business office located at 3632 N. Wolf Creek Dr. Eden, Utah 84310.

**Board Members Present:** Miranda Menzies, Larry McBride, Ed Adair, Jon Bingham

**Board Members Absent:** Lowell Peterson

**Others Present:** Rob Thomas, General Manager, Annette Ames, Controller/Recorder, Don Stefanik member of the community.

The meeting was called to order at 4:00 p.m. by Miranda Menzies

#### NEW BUSINESS

1. Miranda Menzies announced that Lowell Peterson passed away on October 29, 2017. She acknowledged Mr. Peterson's many years of service and stated that we are very appreciative for all he has done for our Board, District and Community. Jon Bingham made a motion to accept Don Stefanik as a new member of the Board of Trustees, the motion was duly seconded by Larry McBride, the motion was unanimously approved. Annette Ames presented Resolution 17-6 to allow Don Stefanik to take the vacant seat on the Board of Trustees beginning November 16, 2017, replacing Lowell Peterson. Mr. Stefanik took the Oath of Office. A roll call vote was conducted to approve Resolution 17-6 and all members of the board voted in favor.
2. Larry McBride made a motion to accept the October 12, 2017 minutes, Jon Bingham duly seconded the motion and it was unanimously approved.
3. Annette Ames presented the October 2017 financials, accounts receivable and accounts payable. Larry McBride made a motion to accept the October 2017 Financials and the A/R and A/P, Jon Bingham duly seconded the motion and it was unanimously approved.
4. Rob Thomas reported on the 500K Gallon Culinary Tank and on the high pressure line. The tank is complete and has been online for a week. Mr. Thomas commended the FX Construction company for their work and for the way they handled the entire project. The construction of the high pressure line is also complete, they will start putting water through the line today. Mr. Thomas also commended the Great Basin Construction Company for their work. The connection to the Bridges is not quite ready yet, but we are ready to go when they are.
5. Rob Thomas reported on the Dam Safety Study. The drilling for the study has been completed and we are waiting for the data from AECOM. A decision on how to proceed

with the dam at the 10 acre lake will be made after the data and engineers' recommendations are received.

6. Miranda Menzies asked the board if they could meet on Monday, December 4<sup>th</sup> at 9:00 a.m. to go over the Irrigation Fee Facility Plan with Fred Philpot from Lewis Young Robertson & Burningham, Inc. to determine the Irrigation Impact Fee. The Board agreed to the date. This items was reassigned to December 4, 2017.
7. Miranda Menzies explained that Lowell Peterson was appointed to be the representative from our District, to vote the shares at the Wolf Creek Irrigation Co. meetings. It was suggested by Dee Staples, of Wolf Creek Irrigation Co., that Ms. Menzies take Mr. Peterson's place to be the representative from our District to vote the shares at the Wolf Creek Irrigation Co. meetings. Larry McBride made a motion to appoint Miranda Menzies to vote the shares of the District at the Wolf Creek Irrigation Co. meetings, Ed Adair duly seconded the motion and it was unanimously approved. Annette Ames presented Resolution 17-7 to allow Miranda Menzies to vote the shares of the District at the Wolf Creek Irrigation Co. meetings. A roll call vote was conducted to approve Resolution 17-7 and all members of the board voted in favor. A copy of the Resolution will be sent to Dee Staples at Wolf Creek Irrigation Co.
8. Annette Ames asked the board about the convenience fee agreement with Wolf Creek Irrigation Co. Larry McBride pointed out that the District is contractually obligated to pay the fee. Jon Bingham made a motion to pay the convenience fee per the agreement, Larry McBride duly seconded the motion and it was unanimously approved.
9. Rob Thomas reported that Powder Mountain Water & Sewer Imp Dist. has a website that is now up and running. All of the pictures on their website are from our District. Jon Bingham suggested we call them or sent them a letter asking them to use pictures from their District. Rob Thomas suggested that they put an emergency telephone number on the website. Mr. Thomas will contact their General Manager Paul Hirst and ask them to fix their website.
10. Annette Ames presented the tentative budget for 2018. The payroll line item was discussed by the board. Larry McBride made a motion to accept the payroll as presented, Ed Adair duly seconded the motion and it was unanimously approved. Jon Bingham asked Rob Thomas to prioritize the capital improvements projects, so that the 2018 budget can reflect the projects needed for next year. The tentative budget will be further discussed at the annual meeting on December 14, 2017.
11. Don Stefanik made a motion to close the open meeting and open an executive session for real estate matters. Ed Adair duly seconded the motion. The open meeting was closed at 6:15 p.m.

Jon Bingham made a motion to close the executive session and reconvene the open meeting. Larry McBride duly seconded the motion. The open meeting reopened at 6:25 p.m. Ed Adair made a motion to approve the items discussed in the executive session, Don Stefanik duly seconded the motion and it was unanimously approved.

There being no further business, Larry McBride made a motion to adjourn, the motion was duly seconded by Ed Adair and it was unanimously approved. The meeting adjourned at 6:30 p.m.

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The next regular open board meeting is scheduled for Thursday, December 14, 2017 at 5:00 p.m. A public hearing will be held on December 14, 2017 at 6:00 p.m. It will be held at the Eden Park Pavilion at 2100 North 5600 East, Eden, UT 84310.

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Secretary of the Meeting