

## MINUTES

### WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT July 13, 2017

A regular meeting of the Board of Trustees of Wolf Creek Water and Sewer Improvement District (WCWSID) was held Thursday, July 13, 2017 at the business office located at 3632 N. Wolf Creek Dr. Eden, Utah 84310.

**Board Members Present:** Miranda Menzies, Larry McBride, Jim Halay (by phone), Ed Adair, Lowell Peterson

**Board Members Absent:** none

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

The meeting was called to order at 8:00 a.m. by Miranda Menzies

#### NEW BUSINESS

1. Larry McBride made a motion to accept the June 8, 2017 minutes, Ed Adair duly seconded the motion and it was unanimously approved.
2. Annette Ames presented the June 2017 financials, accounts receivable and accounts payable. Larry McBride made a motion to accept the June 2017 Financials and the A/R and A/P, Lowell Peterson duly seconded the motion and it was unanimously approved.
3. Rob Thomas updated the Board on the Irrigation Water Master Plan, he presented a preliminary schematic that Dan White at Gardner Engineering and put together, it illustrates the source, storage and use at this time and possible use for the future. The completion of the Impact Fee Facilities Plan (IFFP) is close and Mr. Thomas will continue working with the engineers until the final product is put together. It will be presented to the board at a regular scheduled meeting.
4. Annette Ames went over a letter and checklist that the Utah State Legislature has sent out to all Special Districts, it is an outline of how a District should manage its daily operations and the roles of board members and staff. Miranda Menzies suggested that we ask Jeff Ambrose the District CPA, just to make sure the District is compliant with the checklist.
5. Larry McBride brought up the concern the District may need to hire a part time person to help Annette Ames with the office and accounting functions. Ms. Ames stated that she does not feel that the work load is too much, at this time it would be hard to justify hiring a part time person.
6. Larry McBride also is concerned with the condition of Wolf Creek Irrigation and the position that their system continually puts our District in. Their inability to make repairs to their system is causing problems for our system. Rob Thomas is frequently trying to work on their issues and resolving their problems in order for our system to function properly. Mr. McBride asked for a copy of the Wolf Creek Irrigation contract, he will read it again and bring discussion points to the board. Mr. McBride would like to see a resolution, as soon as possible, between the two companies.

7. Lowell Peterson made a motion to close the open meeting and open an executive session for real estate matters. Larry McBride duly seconded the motion. The open meeting was closed at 9:25 a.m.

Larry McBride made a motion to close the executive session and reconvene the open meeting. Ed Adair duly seconded the motion. The open meeting reopened at 9:40 a.m. Lowell Peterson made a motion to approve the items discussed in the executive session, Larry McBride duly seconded the motion and it was unanimously approved.

8. Ed Adair reported to the board that he had a discussion with Dee Staples about the 30 shares of Wolf Creek Irrigation water that our District leases. Mr. Staples is using the water at this time, Mr. Adair asked if we still wanted to lease the shares for just part of the year. After some discussion, the board felt that the water may be needed in the later part of the summer and it would be good to have the water available.
9. Rob Thomas reported on the 500K Gallon Culinary Tank and on the high pressure line. The floor on the tank has been poured and the rebar is being set for the walls. The construction of the high pressure line is about 50% complete.
10. Rob Thomas reported the new screw press for the Treatment Plant, has arrived from Italy. It has been installed and is working nicely.
11. Miranda Menzies informed the Board that the Wolf Creek Master Homeowners Association had been in contacted by Howard Schmidt about the Eagles Landing Subdivision. Ms. Menzies stated that Eagles Landing will likely need to have an irrigation reservoir built into the development plans. Mr. Schmidt was amenable to that suggestion. Ms. Menzies is putting together a draft memorandum of understanding between the Wolf Creek MHOA, the District and Mr. Schmidt that will include the requirement of an irrigation reservoir for the Eagles Landing Subdivision.

There being no further business, Ed Adair made a motion to adjourn, the motion was duly seconded by Larry McBride and it was unanimously approved. The meeting adjourned at 10:31 a.m.

The August meeting will be canceled due to summer vacations and not having a full quorum available for the meeting. The next regular open board meeting is scheduled for Thursday, September 14, 2017 at 8:00 a.m. It will be held at the business office at 3632 N. Wolf Creek Dr., Eden, UT.

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Secretary of the Meeting