

MINUTES

WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT

October 10, 2024

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 opinions 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.

This meeting is recorded. *The recording of this meeting can be found on the Public Notice Website at utah.gov/pmn. Within three working days after the meeting date.*

A regular meeting of the Board of Trustees of Wolf Creek Water and Sewer Improvement District (WCWSID) was held **Thursday, October 10, 2024**, at 8:00 a.m. in the business office located at 2580 N. Highway 162, Suite A.

Board Members Present: Miranda Menzies, Don Stefanik, Jon Bingham, Pam Young, Henry Huchel

Board Members Absent:

Others Present: Rob Thomas, General Manager, Annette Ames, Controller/Recorder, ShyAnna Chambers, Office Assistant, Aaron Spurlock & Garrett Rook – Insight IT, John Lewis - Lewis Homes 3718 N Wolf Creek Dr. Eden, Jon Shutz – Mabey Wright & James.

The regular meeting was called to order at 8:01 a.m. by Miranda Menzies

1. Aaron Spurlock & Garrett Rook presented the actions taken regarding the email breach, cleanup, and recommendations for security upgrades to the board members.
Recommendations: User cyber security training, secure password management, ransomware readiness assessment, SCADA system evaluation for safety now & in the future. IT management: office 365 environment, computer system properly updated, security training. Miranda Menzies made the motion to move ahead and plan to authorize when the district gets the formal proposal to secure the district's computer environment. Henry Huchel duly seconded the motion; the roll call vote was as follows:

Miranda Menzies Aye
Jon Bingham Aye
Don Stefanik Aye
Henry Huchel Aye
Pam Young Aye

2. Rob Thomas gave a project update for all ongoing projects:
 - Snowflake – mostly complete just a little cleanup & power meters have been removed for the two lift stations, which means rocky mountain power needs to remove the kill power, this should be the last thing to be done.
 - East Well – moving along, got permit for building
 - Reuse Pump station – progress is moving forward

- Phase 1 of Pipeline – completed to Willow Brook Lane, final stretch to the plant. Received a bid from 3XL for phase 2 to be reviewed.
 - Village Sewer Reroute – having a few problems that are being worked through and continuing to move along.
 - Paving Patio Springs Dr. – Split cost with county 50/50. Jon Bingham made a motion to pave patio springs drive and split the cost with Weber County. Pam Young duly seconded the motion, and the roll call vote was as follows:
 - Miranda Menzies Aye
 - Jon Bingham Aye
 - Don Stefanik Aye
 - Henry Huchel Aye
 - Pam Young Aye
 - Reuse pond – DWQ need an environmental assessment done because of the federal money being used. AECOM is waiting for responses from Fish and Wildlife about the Biological assessment on the Ute LadiesTresses.
3. Miranda Menzies accepted a motion to enter into a Closed Session. Don Stefanik made the motion to go into a Closed Session to discuss the purchase or Ownership of Water Rights, Land or Other Real Property, Personnel Matters, Imminent Legal Action, or Loan Applications at 9:58 a.m. Jon Bingham duly seconded the motion, and it was unanimously approved. Jon Bingham made a motion to reopen the regular meeting and Don Stefanik duly seconded the motion, and it was unanimously approved. The regular meeting reconvened at 11:38 a.m. Henry Huchel made a motion to accept the items discussed in the Closed Session. Pam Young duly seconded the motion, the roll call vote was as follows:
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| Miranda Menzies | Aye |
| Jon Bingham | Aye |
| Don Stefanik | Aye |
| Henry Huchel | Aye |
| Pam Young | Aye |
4. Miranda Menzies updated the board on the Highlands Reservoir relining and considering patches. Jon Bingham commented that it is not feasible to do the relining at this time considering the financials.
5. ShyAnna Chambers gave an update on the Lead & Copper process. Set up a waterlink account waiting for approval to submit Initial lead & copper inventory. We have 30 days from October 16, 2024, to reach out to the 34 unknown customers. The field investigation is on hold, while we are waiting for the new regulations.
6. Miranda Menzies went through the issues at WorldMark and the struggles the districts staff are having when needing to access the water system at this location. Rob Thomas explained the situation with the springs at WorldMark since the warm springs well shut in.
7. The September 2024 Financial Report, A/P & A/R, and aging had been sent to the Board previously for review and presented for approval. Pam Young made the motion to approve and accept the September 2024 Financial Report, A/P & A/R, and aging. Henry Huchel duly seconded the motion; the roll call vote was as follows:

Miranda Menzies Aye
Jon Bingham Aye
Don Stefanik Aye
Henry Huchel Aye
Pam Young Aye

8. The minutes from the September 12, 2024- Regular Meeting. Jon Bingham made a motion to approve the September 12, 2024- Regular Meeting Minutes, Pam Young duly seconded the motion, and the roll call vote was as follows:

Miranda Menzies Aye
Jon Bingham Aye
Don Stefanik Aye
Henry Huchel Aye
Pam Young Aye

9. Miranda Menzies presented a letter the district received from the Ogden Valley Land Trust, about the land between Trapper and Elkhorn asking the district to agree that the land should be put into the Ogden Valley Land Trust. The district has no part in this since the district does not own this land. No action will be taken by the board.

There being no further business Pam Young made a motion to adjourn, Jon Bingham duly seconded the motion, and it was unanimously approved. The meeting was adjourned at 12:21 p.m.

The next meeting will be a regular meeting and is scheduled for Thursday, November 14, 2024, at 8:00 a.m. in person at the business office located at 2580 N. Highway 162, Suite A, Eden, Utah.

Annette Ames
Secretary of the Meeting