

MINUTES

WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT November 16, 2023

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, November 16, 2023, at 8:00 a.m. in the business office located at 2580 N. Highway 162, Suite A, and via web conference on Zoom

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, Eric Householder – Lewis Homes 3718 N Wolf Creek Dr., Ron Gleason – 4426 Sunrise Dr., David Carver – 2439 N. HWY 166, Kelly Segretto – 3951 N. Elkridge Trl, Colton Cooper – 3957 Elkridge Trl

The regular meeting was called to order at 8:02 a.m. by Miranda Menzies

NEW BUSINESS

1. Miranda Menzies updated the Board on a request for comments from LRM Public Finance Advisors on the feasibility study for incorporation of Ogden Valley. Jon Bingham recommended the board respond only about what pertains to the water and sewer district, and the board agreed. Mrs. Menzies said she would reach out to LRB Public Finance Advisers and let them know about any water and sewer issues.
2. Miranda Menzies gave an update on the Reuse Pond: the District has been offered an ARPA contract from Weber County, extending a grant to help pay for the reuse pond. The District is working with AECOM to make the project cost-effective. AECOM, the consulting engineer for the pond, is nearly 75% complete with the design and we will be getting drawings shortly. Gardner Engineering, the consulting engineer for the pipeline project is also nearly 75% complete for the design as well. We were notified that the DEQ is interested in our reuse pond and pipeline projects and would like to offer us a low-interest loan to assist us with the cost. We need to retrieve all the easements and land title transfers from John Lewis as per our contract. David Carver asked if Eden Water Works has any effect on the reuse pond. Mrs. Menzies responded that Eden Water Works will have no effect on the reuse pond project.
3. Miranda Menzies introduced and reviewed the Gardner Engineering's Design proposal for the ESSA Sewer project. Pam Young asked if we would need any easements for this project. Robert Thomas explained that it should all be in the County utility easements so we wouldn't need any. The few business owners we have talked with seem interested in

connecting to the sewer line when the project is completed. Jon Bingham made the motion to approve the Gardner Engineering Design proposal. Don Stefanik duly seconded the motion, and the roll call vote was as follows:

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

4. Miranda Menzies stated that the policies & and procedures will remain the same for all customers, current and new, including future annexed areas. However, the fees associated with connection, impact, and monthly assessments may be different from the existing area. Henry Huchel asked if the District is going to let the business owners and the property owners in the ESSA know about the fees and billing associated with the sewer lines. Mrs. Menzies stated yes, that the letter she is working on is for this purpose. This letter will inform the business managers and landowners of what to expect. The letter will be sent after the grant money from Weber County has been approved. Don Stefanik made the motion that all policies and procedures, other than all fees, will remain the same as the existing policies and procedures, for all annexed areas added to Wolf Creek Water and Sewer Improvement District. Jon Bingham 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

5. Miranda Menzies mentions that the well at Osprey Ranch is pumping approximately 35 gallons per minute. The homeowners in Osprey Ranch will need an E1 pumps installed on their lot. The District will add to its service agreement that the homeowner is responsible for the upkeep of the E1 pump. Eric Householder gave an update on Osprey Ranch, he is working on getting permits for the lift stations.
6. Robert Thomas informed the Board that Russ Watts reported that the county is making him create a subdivision to be able to transfer the property for the East Well to the District. Eric Householder stated that there may be the possibility that this could just be a boundary adjustment. We are going to check into this.
7. ShyAnna Chambers updated the Board about the social media training at the UASD Convention she attended. Mrs. Chambers reported the District will need to put together a new policy about social media and how it will be used by the District. The District will also need to have pre-created crisis posts that are already approved by the board in case of an emergency. ShyAnna Chambers will work with Annette Ames to put together a new policy and resend it to the Board at a later Open Board Meeting.
8. Annette Ames presented the 2024 Tentative Budget. Henry Huchel makes a motion to approve the 2024 Tentative Budget for the public hearing in December. Job Bingham 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

9. Miranda Menzies went over the presentation for the December 14, 2023, Public Hearing for the 2024 Budget. The board reviewed and suggested minor changes, that were quickly updated.

10. The minutes from the October 2, 2023, Special Meeting and October 12, 2023, regular meeting, were presented. Jon Bingham made a motion to approve the minutes from the October 2, 2023, Special Meeting and October 12, 2023, Regular Meeting, Don Stefanik 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

11. The October 2023 Financial Report, A/P & A/R, and aging had been sent to the Board previously for review Henry Huchel made a motion to approve the October 2023 Financial Report, A/P & A/R, and aging, and Don Stefanik 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

12. Miranda Menzies accepted a motion to enter into a Closed Session. Jon Bingham 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 11:21 a.m. Don Stefanik duly seconded the motion, and it was unanimously approved. Jon Bingham made a motion to reopen the regular meeting and Henry Huchel duly seconded the motion, and it was unanimously approved. The regular meeting reconvened at 12:00 p.m. Jon Bingham made a motion to accept the items discussed in the Closed Session, the roll call vote was as follows:

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

There being no further business Jon Bingham made a motion to adjourn, Henry Huchel duly seconded the motion, and it was unanimously approved. The meeting was adjourned at 12:00 p.m.

The next meeting will be a Public Hearing and is scheduled for Thursday, December 14, 2023, at 6:00 p.m. by web conference on Zoom or in person at the business office located at 2580 N. Highway 162, Suite A, Eden, Utah.

Annette Ames
Secretary of the Meeting