

## MINUTES

### WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT December 14, 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 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 and a Public Hearing of the Board of Trustees of Wolf Creek Water and Sewer Improvement District (WCWSID) was held Thursday, December 14, 2023, at 4 30 p.m. & 6:00 p.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, Bud Huchel

**Board Members Absent:**

**Others Present:** Rob Thomas, General Manager, Annette Ames, Controller/Recorder, ShyAnna Chambers, Office Assistant

The regular meeting was called to order at 4:30 p.m. by Miranda Menzies

### NEW BUSINESS

1. 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, or Imminent Legal Action at 4:32 p.m. Don Stefanik duly seconded the motion, and it was unanimously approved. Bud Huchel made a motion to reopen the regular meeting and Jon Bingham duly seconded the motion, and it was unanimously approved. The regular meeting reconvened at 5:02 p.m. Pam Young made a motion to accept the items discussed in the closed session, 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

2. Miranda Menzies presented the Board with drawings for review and approval from AECOM and Gardner Engineering, on the Reuse Pond and Pipeline Project. She also presented a proposal site map for the 45-acre foot pond. We are making an application to John Lewis for the transfer title for the land by March 2024. Jon Bingham made a motion to accept the drawings from AECOM and Gardner Engineering, the motion was seconded by Don Stefanik, and the roll call vote was as follows:

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

3. The 2024 Meeting Schedule was presented to the Board, all meetings will remain on the second Thursday of each month. Pam Young made a motion to accept the 2024 Meeting Schedule, 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

4. Rob Thomas presented to the Board a Proposal from Gardner Engineering to retire the Eden Hills Tank and install a PRV. The Eden Hills Tank functions but it is leaking. Mr. Thomas reported that the tank cannot be drained, and it can't be taken out of service, because it is servicing some homes in the Eden Hills subdivision. The proposal will install a PRV that will handle the flow to that area. Jon Bingham made a motion to accept the proposal from Gardner Engineering to retire the Eden Hills Tanks and install a PRV, the motion was seconded by Bud Huchel, and the roll call vote was as follows:

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

5. The minutes from the November 16, 2023, regular meeting were presented. Jon Bingham made a motion to approve the minutes from November 2023, Bud Huchel 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

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

The regular meeting was temporarily closed in order to begin the Public Hearing on the review of the 2023 year and the presentation of the 2024 Budget at 6:00 p.m. Jon Bingham made a motion to temporarily close the regular meeting and move into the Public Hearing, Bud Huchel duly seconded the motion, and it was unanimously approved.

The Public Hearing began at 6:03 p.m.

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

**Others Present:** Rob Thomas, General Manager, Annette Ames, Controller/Recorder, ShyAnna Chambers, Office Assistant, Cole Vincent, Asst. General Manager, Nancy Stukan – 5499 E. Elkridge Circle, Eric Householder – Lewis Homes

7. Miranda Menzies opened the meeting and welcomed the visitors to the Annual Public Hearing.
8. Miranda Menzies reported on what happened in 2023 and on the current situation of the District. Mrs. Menzies reported that in this year's Election, the current Board Members ran unopposed, and no election was needed.
9. Miranda Menzies reported that there is no increase in pricing being proposed for the 2024 year. Pam Young has worked hard to get funding lined up for the Reuse Storage Pond and Pipeline Project, for secondary water. The Board has also been awarded funding from Weber County for the New Town Eden Sewer, which is only for commercial customers in New Eden. Mrs. Menzies reported on the Snowpack for 2023. Mrs. Menzies presented a chart showing the 2023 Secondary Water Usage, it shows that over the last five years, the District uses approximately the same amount of water each year.
10. Rob Thomas stated it was a great year for secondary water. He reported on the directional boring companies in the area. He also reported on the repairs on all of the systems that happened in 2023.
11. Annette Ames reported on the 2024 Budget, reporting on any changes from the 2023 budget. The 2023 budget will need to be amended, to comply with Utah Code 17B-1-621, due to the increased cost of materials for repairs and maintenance that were unanticipated. Mrs. Ames will propose Resolution 23-7 to amend the 2023 Budget. The 2024 Budget is a balanced Budget and in compliance with the State of Utah Code 17B-1-620. Resolution 23-8 to adopt the 2024 Budget will be presented to the Board.
12. Miranda Menzies reported on planned projects for 2024. Rob Thomas reported on planned maintenance in 2024.

Bud Huchel made a motion to close the Public Hearing at 6:49 p.m. The motion was seconded by Pam Young, and the regular meeting was reconvened.

13. Resolution 23-7 to amend the 2023 Budget was presented. A roll call vote was taken, and all votes were in favor.

Miranda Menzies Aye  
Jon Bingham Aye

Don Stefanik Aye  
Henry Huchel Aye  
Pam Young Aye

14. Resolution 23-8 accepting the 2024 Budget was presented. A roll call vote was taken, and all votes were in favor.

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

There being no further business Don Stefanik made a motion to adjourn, and Bud Huchel duly seconded the motion. The meeting adjourned at 6:54 p.m.

The next meeting will be a regular meeting and is scheduled for Thursday, January 11, 2024, at 8:00 a.m. by web-conference on Zoom or in person at the business office located at 2580 N. Highway 162, Suite A, Eden, Utah.

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Secretary of the Meeting