

MINUTES

WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT  
February 8, 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](http://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, February 8, 2024, 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.

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

1. The minutes from the January 11, 2024, Regular Meeting and the January 18, 2024, Special meeting, were presented. Pam Young made a motion to approve January 11, 2024, Regular Meeting and January 18, 2024, Special meeting, Henry 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

2. The January 2024 Financial Report, A/P & A/R, and aging had been sent to the Board previously for review. Jon Bingham made a motion to approve the January 2024 Financial Report, A/P & A/R, and aging, and 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

3. Miranda Menzies updated the ESSA annexations progress, thanking Eric Householder for the documents and parts of the petition, and requested changes. Working on a resolution for March. The board will discuss the next steps at the board meeting in March, while the district considers holding a public hearing for the annexation.

- Miranda Menzies accepted a motion to enter into a Closed Session. Henry Huchel 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 8:22 a.m. Don Stefanik duly seconded the motion, and it was unanimously approved. Jon Bingham made a motion to reopen the regular meeting and Pam Young duly seconded the motion, and it was unanimously approved. The regular meeting reconvened at 10:18 a.m. No actions were needed, the discussion was informational only. The roll call vote was as follows:

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

- Rob Thomas discusses the sewer plant repairs needed to fix the cold joint in the cell wall and repair the epoxy coating. Repair is not urgent and is projected to be fixed this summer if no further damage occurs. Henry Huchel made the motion to evaluate and proceed with the repair of one train, possibly two trains. 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

- Miranda Menzies presented the restated resolution 24-2 Snowflake Boundary Adjustment for approval by the board, the roll call vote was as follows:

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

- Miranda Menzies updates the board on the reuse pond & pipeline. Also discussed having the division of purchasing review our bid documents to make sure it is as complete as possible. The board discussed the criteria for choosing a contractor. Jon Bingham made the motion to evaluate and likely move forward with engaging with the division of purchasing and with the preparation of bidding documents. 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

- Rob Thomas gave an update on Eden Hills Tank. After having the tank evaluated the district had decided to stick with the previously discussed plan to put in a PRV valve to solve the problem with the leaking Eden Hills Tank. This project will be started in the spring.

9. Annette Ames discusses with the board how to manage habitual past-due accounts. Additional penalties will be discussed at the next District Public Hearing. Mrs. Ames and Rob Thomas explained how these big commercial properties do not overuse water and do not seem to care when they have leaks. These properties would however like to save money on this, the board is considering how to solve this issue.
10. Mrs. Ames reminded the board members of the annual training and will be sending the link via email.
11. Mrs. Ames presented the most recent legislation that has passed. More information to follow in March.

There being no further business Don Stefanik made a motion to adjourn, Henry Huchel duly seconded the motion, and it was unanimously approved. The meeting was adjourned at 11:54 a.m.

The next meeting will be a regular meeting and is scheduled for Thursday, March 14, 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.

Annette Ames  
Secretary of the Meeting