

**MINUTES**

**WOLF CREEK WATER AND SEWER IMPROVEMENT DISTRICT**

**July 2, 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 **Tuesday, July 2, 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, Eric Householder, Lewis Homes 3718 N Wolf Creek Dr. Eden, Brad Rasmussen, Aqua Engineering, David Wright & Jon Schutz, Maybe Wright & James Legal.

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

1. Miranda Menzies reported on the Eden Crossing Well #5 tests. John Bingham asked if the continued flow test was going to permanently damage the district's well. Mrs. Menzies stated that it was a concern. Mr. Bingham then asked if that was justification enough for the flow test to be terminated. Rob Thomas stated that John Files was downloading the information to make the best decision.
2. Miranda Menzies updated the board on the Sewer Plant Studies. Brad Rasmussen informed the board that the plant operating renewal may not be linked to the plant expansion & required studies and could potentially be completed separately. Jon Bingham suggested that the district prioritizes the renewal over the expansion, so the district does not have to worry about the expense and allow the developers to pay the cost of expansion when they need it. Mrs. Menzies stated that because of the lack of clarity from the developers and what is required, the district decided to put this project on hold. Jon Bingham made the motion to move forward with the plant operations renewal, but to put a pause on the plant expansion. 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 board on the bid closing of the lower part of the reuse pond and pipeline, the closing will be at 2:00 pm on July 3, 2024. Rob Thomas gave an update on what was happening with the bidding process. Mrs. Menzies presents the proposal from AECOM to study the area for the reuse pond for the Ute Lady Tresses. Jon Bingham made the motion to approve the proposal from AECOM. Pam Young 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

4. Rob Thomas updated the board on the Moose Hollow Fire lines and a valve being put in at the main line that was missing. This was the last missing valve that needed to be put in for all of the Moose Hollow buildings.
5. Rob Thomas updated the board on the culinary leak that was fixed at Porcupine Ridge over the weekend.
6. Rob Thomas gave an update on the secondary water usage/over usage. Annette Ames stated to the board that the office staff will put a reminder on Facebook and the website and will send a letter with the upcoming statements to the district customers about the summertime watering schedule and to conserve water.
7. ShyAnna Chambers gave an update on the Lead & Copper process. The District has scheduled a meeting with Sunrise Engineering to go over what has already been done and what else may need to be done. Jon Bingham asked about the customer responses. Mrs. Chambers responded that there had been 4 to 5 replies out of 52.
8. Miranda Menzies presented the resolution 24-6 for consideration of withdrawing the Annexation of the ESSA sewer line, the roll call vote was as follows:

Miranda Menzies Aye  
Jon Bingham Aye  
Don Stefanik Aye  
Henry Huchel Aye  
Pam Young Aye
9. Annette Ames presented the Financial Audit completed by Christensen, Palmer & Ambrose. The district has received a Clean Audit that has been submitted to and certified by the State of Utah.
10. Rob Thomas updated the board on the Snowflake sewer connection project. The west side is complete, and the district is still waiting for the east side to be connected. Annette Ames has sent out letters to the customers informing them of the billing changes.
11. Annette Ames updated the board on the 2019 Bond and the possible options available to the district about the interest rate adjustment that will happen in July 2025.

12. 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 9:59 a.m. Don Stefanik duly seconded the motion, and it was unanimously approved. Don Stefanik 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 12:06 p.m. The information discussed in the meeting was informational only and no roll call was necessary.
13. The June 2024 Financial Report, A/P & A/R, and aging had been sent to the Board previously for review and partially presented because of new software difficulties and will be presented for approval at the next regular board meeting. Henry Huchel made the motion to approve and accept the Daft Financials that will be re-reviewed in August. 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

14. The minutes from the June 13, 2024-Regular Meeting, June 21, 2024-Emergency Meeting, Pam Young made a motion to approve the June 13, 2024-Regular Meeting, June 21, 2024-Emergency Meeting, 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

There being no further business Jon Bingham made a motion to adjourn, Pam Young duly seconded the motion, and it was unanimously approved. The meeting was adjourned at 12:09 p.m. The next meeting will be a regular meeting and is scheduled for Thursday, August 8, 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