TICABOO UTILITY IMPROVEMENT DISTRICT

PUBLIC NOTICE

REGULAR MEETING

DATE: **Thursday, January 15, 2015**

TIME: **6:30 PM**

LOCATION: **LDS Church – Ticaboo Branch, Ticaboo, Utah**

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1) Call Meeting to Order
2) Roll Call of Board Members
3) Adoption of Agenda
4) Approval of Minutes
   a) November 20, 2014
5) Review Rules of Procedure
6) Business
   a) Department Reports
      i) Electric
      ii) Water
      iii) Wastewater
      iv) Solid Waste
   b) Financial Reports
      i) Review November 2014
      ii) Review December 2014
   c) Discussion/Action Items:
      i) Board Chairman Nomination & Election
         (1) In accordance with ARR 2.07.a, a Chair is to be elected. If any other officer positons are vacated, protocol requires nominations and elections to fill those vacancies as well.
      ii) 2015 Culinary Water Project
         (1) Discuss results of Drinking Water Board meeting held 1/9/2015 regarding our construction loan application
         (2) Natural Power & Energy Design and Engineering Agreement
            (a) Discuss and act upon an agreement from NPE to design and engineer solar-direct elements of our 2015 Culinary Water Project
         (3) Jones and DeMille Engineering Agreement
            (a) Discuss and act upon an agreement from JDE regarding engagement as our engineering firm as it relates to our 2015 Culinary Water Project
      iii) 2015 Annual Meeting Schedule

(1) Discuss and approve the 2015 Meeting Schedule

iv) 2014 Audit

(1) Discuss and act upon engagement agreement received from our Independent Auditor, HintonBurdick to perform our 2014 Audit as required.

v) Credit Bureau Reporting

(1) Discuss methods of credit bureau reporting on past due customer accounts

vi) Tariff – Rules & Regulations Review

(1) Review, discuss, and approve all changes to TUID: (1) Tariff which includes rate schedules and regulations; (2) Administrative Rules & Regulations manual; (3) Regulations and Rate Schedules for Water, Wastewater, and Solid Waste.

vii) Closed Meeting

(1) In accordance with the Open and Public Meetings Act, Utah Code § 54-2-205(1)(d), so the members may discuss the purchase, exchange, or lease of real property, including any form of water right or water shares

(2) Upon completion of Closed meeting session, regular meeting will resume.

7) Public Comment

8) Adjournment

a) Next scheduled meeting February 12, 2015 @ 6:30 PM (MST)

MEETING MINUTES

DATE	January 15, 2015
TIME	6:38 PM
PLACE	LDS Church, Ticaboo Branch
MEMBERS PRESENT	Chip Shortreed Jim Bell Rick Brinkerhoff
MEMBERS PRESENT VIA CONFERENCE CALL	Justin Fischer Tom Hill
MEMBERS ABSENT	

MINUTES OF MEETING:

At 6:38 the meeting was called to order.

Mr. Bell made a motion to adopt the agenda. Mr. Brinkerhoff seconded. The motion passed unanimously.

Mr. Hill made a motion to approve the previous meeting's minutes. Mr. Bell seconded. The motion passed unanimously.

Mr. Shortreed reported that Kevin Havey has been unreachable to complete his work on the new generator set. Outside help may be required to complete some work. All funds in the bond escrow need to be exhausted or returned by May or June. If Mr. Havey completes contracted work, there may be funds left over to purchase a backhoe.

Dedication of the generator building will still occur, but the date has not been set.

24,000 gallons of diesel have been purchased, which will completely fill both vertical tanks. This purchase alone will save the District over $40,000 on the year's fuel budget.

A fire hydrant is out of commission and will be out of commission until a hoe can be used to lift it out.

A burn is being scheduled for weeds in the waste water system.

A roll-off dumpster is being considered for purchase. Bids are being sought.

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Mr. Shortreed would like to install cameras on the well pumps to comply with Homeland Security recommendations.

Mr. Shortreed provided a financial report. December ended in the black by $35,000. Over $6,000 have been collected in stand-by fees via tax liens by Garfield County.

Mr. Bell was provided the internal control documents for November and December.

As Mr. Shortreed had stepped down as chairman in November, an election of Board Chairman was held. Messrs. Fischer, Brinkerhoff, Bell, and Shortreed nominated Mr. Hill, in turn. Mr. Hill had no nominations. Mr. Hill ungraciously accepted the nominations. Mr. Fischer made a motion to appoint Mr. Hill as chairman. Mr. Bell seconded. Voting was unanimously affirmative, with the exception of Mr. Hill, who abstained.

Mr. Hill recommended to the board that Mr. Shortreed, District Manager, be continued to run meetings. Board members expressed their support of the recommendation. Mr. Bell made a motion to allow the District Manager to administer meetings. Mr. Brinkerhoff seconded. Voting was unanimously affirmative, except for Mr. Shortreed, who abstained.

Since Mr. Hill was elected, the vice-chairmanship was vacated. Messrs. Fischer, Hill, Bell, and Shortreed nominated Mr. Brinkerhoff. Mr. Hill called for a vote. Voting was unanimously affirmative. Resolution 2015-0002 will document the elections.

Mr. Shortreed reported on his visit to the Division of Drinking Water. He requested a 50-50 grant/loan combination, which was granted in the amount of $750,000. Project design and engineering is the next step in the process. Mr. Shortreed presented Resolution 2015-0003, which would allow us to enter into agreement with Jones & DeMille Engineering and Natural Power and Energy to this end. Mr. Hill asked for a motion to approve the agreements. Mr. made a motion to adopt the resolution. Mr. Bell seconded. Voting was unanimously affirmative.

The 2015 meeting schedule, incomplete as it was, was discussed. Meetings will continue to be on the second Thursday of each month, and an additional meeting to discuss budget will be held in late October. Mr. Hill called for a vote on the proposal. Voting was unanimously affirmative.

Resolution 2015-0001 was discussed. It would allow up to $10,000 for the 2014 audit with Hinton and Burdick. The expected cost is $6,800. Mr. Hill made a motion to approve the resolution. Mr. Fischer seconded. Voting was unanimously affirmative.

Mr. Shortreed presented Resolution 2015-0004, which would allow the District to engage in a credit reporting agency. The cost would be $50 to set up the service and $75 per month. The expectation is that revenues from unpaid stand-by fees would far exceed this cost. Mr.

APPROVED

Hill moved to adopt the resolution. Mr. Brinkerhoff seconded. Voting was unanimously affirmative.

The tariff was discussed. Resolution 2015-0005, as presented, would approve the tariff with one rate change from last year. Mr. Hill made a motion to approve resolution 2015-0005. Mr. Bell seconded. Voting was unanimously affirmative.

Mr. Shortreed requested a closed meeting to discuss real estate strategies. Mr. Hill suggested public comments be heard first, before the meeting was closed. The public had no comments. Mr. Hill moved to go into closed session. Mr. Shortreed seconded. Voting was unanimously affirmative.

At 7:34 the closed session began.

At 7:57 Mr. Hill made a motion to adjourn the closed session and return to the open meeting. Mr. Shortreed seconded. Voting was unanimously affirmative.

Mr. Hill made a motion that checks continue to be two-party and that the District Manager and Treasurer continue as regular signatories, with the Secretary as a back-up. This motion would amend the rules of the District to allow the chairman to designate a signatory. Mr. Brinkerhoff seconded. Voting was unanimously affirmative.

At 8:07 Mr. Bell made a motion to adjourn. Mr. Shortreed seconded. Voting was unanimously affirmative.

DISTRICT CLERK/SECRETARY	/s/Justin Fischer
CHAIRMAN OF THE BOARD OF TRUSTEES	/s/Tom Hill

APPROVED

Ticaboo Utility Improvement District
CORPORATE SEAL
UTAH

TICABOO UTILITY IMPROVEMENT DISTRICT

PUBLIC MEETING

ATTENDANCE RECORD

DATE: 1-15-2015

PRINT NAME & LOT # (s)	PRINT NAME & LOT # (s)
DLangent 77	
Sharon Fuller (Ticaboo Resort)	
Dave Curtis "	