**Skyline Mountain Special Service District**

**Board Meeting Minutes**

**22130 North 11750 East**

**Fairview, UT 84629**

**June 19, 2020**

**Meeting called to order at 6pm**

**Welcome and Facilitator:** Craig Godwin

Attendance:

Craig Godwin

Don Hunter

Jeff Dymock

Gene Nielson

Roy Fox

Jeremy Fox

Visitor: David Weber, Lot B110

Welcome to our Skyline Mountain Special Services District Meeting. Our quarterly meeting was interrupted by a host of things, mainly Covid-19. Thanks to everyone involved in getting the meeting posted and the paperwork and financials put together. This meeting was posted at the State’s public website, the clubhouse as well as on our website.

1. **Previous Meeting Minutes**: Motion made by Gene Nielsen to accept the December 2019 Minutes as written as well as the Budget Hearing Notes. Don Hunter seconded the motion. All in favor – none opposed.

**Minutes stand as they were worded and written for the last meeting in December**.

1. **Financials:** Roy Fox reviewed each of the categories. Don made the motion to accept the Financials as recorded; Gene seconded. All in favor – none opposed.
2. **Comments and Questions:** David Weber brought up the concern that on his lot (B110) he only has 20 psi. Roy will talk to the engineer about the issue.
3. **Water Updates:** Sales in Skyline Mountain are increasing. There were 27 new accounts in the last 3 months. Out of the sales, there are also increased hookups. People are still paying their water bills despite a recessed economy. If a member does become delinquent, they are charged a fee for mailed correspondence ($5) if a legal letter from the SMSSD is used it’s a $10 fee; if we process a lien through our Attorney due to non-payment, there is a $300 fee.

SMSSD wants to increase the number of members using Express Pay or some sort of electronic payment to pay their bill instead of using a check or cash. Roy will verify with the State if there are any regulations from the State to assess a handling fee if the member does not use a paperless **method for payment.**

Gene made the motion that beginning on October 1st, a $1.50 handling fee will be assessed on non-electronic payments. Don seconded the motion. All in favor and none opposed.

Communication to the members will be occurring over the next few months in preparation of the policy change on check charges. Roy will work on the communication.

1. **Thad’s Peak Well:** In the budget this year there are monies to start the road. There is $17K that has been identified for the road improvement. Doug Shelly will be hired to build the road.
2. **Parson’s Well:** Up and running and a great asset for the resort. The well is 500 ft deep and puts out 55 gallons per minute.

Roy has been getting questions from some people wanting to donate money towards developing a well in Birch Creek. The Board agreed if they want to donate, the monies could be put into a money market account as a reserve until enough is accumulated to go through the necessary process.

1. **Opening for New Board Member:** San Pete County will be posting the opening. The individual cannot come from the Mountain but could come from the full- time area or Birch Creek. Need to get advertising and if anyone is interested, have them submit their resume.
2. **Culinary Water Emergency Response Plan:** Having a full Board will help with responsibilities and training sessions should be done annually.
* **Web Ex** meetings can be used for Board Meetings as long as one member is at Fairview. Everyone else can call in remotely. Public would be invited to attend through WebEx or even at the site as long as social distancing is practiced.
1. **Consumer Confidence report:** Our water system is spot on and meeting all the requirements. These reports are posted on our website SMSSDUTAH.com
2. **Outside Watering (Resolution 2020-01):** The Board voted unanimously that the members can water outside as long as the water is metered and billed. See Resolution No. 2020-01. (It was noted that SMR has some clarifications to make with the CCR’s).
3. **Impact Fees:** Roy will check with neighboring communities as these fees should be similar. As more lots are being sold, need to get this going quickly if changes are going to be made.
4. **Audits:** No issues – we were compliant and about ready to start another year. Craig thanked the team for all their efforts and energy to ensure we can certify the audits and that initiatives are being done to protect the funds.
5. **Old Business:** None
6. **New Business:**

**Card System Project:** Cost is approximately $3000 to get started and suggested getting Thad’s peak on the system at the same time. This should help to recoup and recover unauthorized water use. We could also sell water (flow meter would be added) for those needing water. Also need to be sure the gates are working to limit traffic to those belonging to the resort.

**Hydrant Use (Equipment Rental Agreement) Updates:** Board agreed it should be a $1500 deposit for the meter, $45/day and 2 cents per gallon. (First 2,000 gallons of water would be free). Should also have a waiver for them to sign if they damage the meter, need to replace it.

**15.Theft/Unauthorized Use of Water Policy (Resolution 2020-02):** There have been some customers (and non-customers) and their contractors using SMSSD’s fire hydrants to fill their water tanks. The potential for damage and contamination to the water system as well as not having the ability to measure the water use are big concerns. If anyone is caught tampering with the District Water System, or unauthorized use is occurring or there is theft of Water Services, a fine of $1,500 will be imposed. Also, a $100 reward will be given to any member reporting water theft that leads to a prosecution. Gene made a motion to accept Resolution 2020-02 with the fine being $1,500 on the Theft of Water Usage and $100 Reward if a tip leads to a prosecution; Don seconded the motion. All in favor, none opposed – motion passed.

**16.Any additional issues? None**

**17.Adjournment:** Craig thanked everyone for being in attendance. He made a motion to adjourn the meeting and Gene seconded the month. None opposed and meeting was adjourned at 8:30pm