

Skyline Mountain Special Service District

2201 Skyline Mountain Resort

Fairview, Utah 84629

Minutes of public board meeting held September 9th 2017 @ Skyline Mountain Resort Clubhouse, 11860 East Clubhouse Drive, Fairview, Utah 84629

Meeting called to order @ 9:04 AM by Chairman Craig Godwin

Public Board Meeting Notice: Chairman Craig Godwin stated this meeting meets the public meeting requirements; was posted on Utah Public Notice website and was posted at 11860 East Clubhouse Dr, Fairview, Utah.

Board Members Present: Chairman Craig Godwin; Vice Chairman Herb Gilbert; Secretary/Clerk Roy Fox; Board Member Layne Lundstrom;

Public Members Present: Jeremy Fox

Approval of minutes from previous meeting of May 6th, 2017. Previous meeting minutes were sent out by e-mail to all board members for review. Layne Lundstrom motion to approve, seconded by Herb Gilbert. Motion carried 4-0, minutes approved.

Financial approvals:

Financials were presented by Roy Fox. Total balances were \$191,521.22. However, he reminded all that we have a bond payment due in October of \$143,475.00.

A motion to approve the financials to date for 2016 was made by Herb Gilbert, seconded by Layne Lundstrom. Motion carried 4-0. 2017 financials to date approved.

Water bill Collection policy and timing of late fees:

Roy reviewed the policy and its timing that extends over a 3-month period for Late Notices. The 2nd monthly late notice also includes a \$25.00 charge and a letter from our attorney itemizing the consequences if payment is not made. They include a \$250.00 charge and a lien that will be placed on the property and appear on the San Pete County property tax notice and will not be removed until payment in full is made. It could also result in the water being turned off. Motion to adopt the policy and use of the attorney's letter was made by Layne Lundstrom, seconded by Herb Gilbert. Motion carried 4-0. Policy approved.

Update on water system:

- Testing of the fire hydrants is about 50% complete according to Jeremy
- The Secondary water requirements resolution 1-2017 now has an application that spells

everything out that is physically and financially required by the applicant.

New/Other Business/Round Table:

- We need to put salt around hydrants in the winter so that they are readily accessible to emergency personnel.
- After posting a position for water superintendent and interviewing we're happy to announce that Roy Fox our former secretary/clerk, is now our new superintendent. This will necessitate that he resign from his board position immediately. He will spend 30 hours weekly in his new position fulfilling the needs of an ever-growing water system. With his departure, it is necessary to nominate a new secretary/clerk. Layne Lundstrom indicated his interest. Craig mad a motion to make Layne Lundstrom our new Secretary/clerk. Herb Gilbert seconded. Motion carried 4-0.
- We should be looking now at 2018 matching grants for developing a permanent storage tank for the Thad's Peak well.
- Our vendor has undertaken the state requirement for documentation of source protection for our golf course well. That should be completed before winter.
- Matt Geddes at Squire & Co performed our 2016 Local Government procedure evaluation/audit on July 14, 2017. We need to complete the online training course for requirements of GRAMA. That needs to be done annually and we missed for 2016.
- It's been 5 years since the creation of the new water system and rates have not changed in that time period. Because increasing costs of operation are putting pressure on our financial stability, it is necessary undertake discussion on rate increases and how they might be structured. Layne and Roy presented a rate structure proposal that included the SMR resort paying for some of its water usage based on ERC's. Under current proposals they are providing 9% of our revenue, but using 30 % of the water. This should promote increased conservation. We realize that no matter how this is done that the funds are all coming from the member's pockets in one way or another. With the proposed rate increase we will have a \$10,192 surplus. Without a change, we will experience a \$38,591 shortfall. Motion to accept the rate structure and present to the public hearing on November 2, 2017 was made Roy Fox and seconded by Herb Gilbert. Motion passed 4-0.

No further business.

Executive Session is not required.

Motion to Close the Meeting: Motion to close the meeting by Layne Lundstrom, seconded by Herb Gilbert. Motion passed unanimously.

Meeting Adjourned @ 11:10AM