



MEETING MINUTES

DATE: 15 December 2022

TIME: 06:30 PM

PLACE: Electronic Meeting

STATUS: PENDING YES
APPROVED

MEMBERS PRESENT

MEMBERS PRESENT ELECTRONICALLY

Mr. Tom Hill
Mr. Mike Morlang
Mr. Jim Bell

MEMBERS ABSENT

None

GUESTS PRESENT

None

STAFF PRESENT

Chip Shortreed

Pursuant to House Bill 5002, "Open and Public Meetings Act Amendments," passed during the 2020 Fifth Special Session of the Utah Legislature and codified under Utah Code Ann. § 52-4-207(4), I, Tom Hill, hereby make the following written determination in my capacity as Chair of the Board of Trustees of the Ticaboo Utility Improvement District warranting the TUID Board to convene and conduct electronic meetings without an anchor location:

Given the ongoing Coronavirus disease 2019 (COVID-19) pandemic, conducting the meeting with an anchor location presents a substantial risk to the health and safety of those who may be present at an anchor location.

Members of the public may participate remotely in the meeting. To participate remotely in the electronic meeting, register in advance for this meeting by visiting our website, www.ticabooid.com/board-meetings to find a link to register and connect to the meeting.

After registering, you will receive a confirmation email containing information about joining the meeting.

AGENDA:

- 1) Call Meeting to Order -- Mr. Hill called the meeting to order at 6:32 PM.
- 2) Roll Call of Board Members -- Mr. Hill asked Mr. Shortreed to take a roll call of the members. Mr. Shortreed took roll and indicated for the record that all members were present.
- 3) Adoption of Agenda -- Mr. Hill asked if the members had any changes to the agenda. Hearing none, Mr. Hill called for a motion to adopt the agenda. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor of the motion.
- 4) Approval of Minutes for 17 Nov 22, 22 Nov 22, and 1 Dec 22 -- Mr. Hill asked if the members have any changes or corrections to the meeting minutes. Hearing none, Mr. Hill called for a motion to approve the minutes as presented. Mr. Morlang made the motion. Mr. Bell seconded. Voting was unanimous in favor of the motion.
- 5) Review procedures for handling electronic participation by the public -- Mr. Hill asked Mr. Shortreed to review the procedures for the public and guests.
- 6) Public Hearing – 2023 Budget – Mr. Hill called for a motion to open the public hearing. Mr. Bell made the



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motion. Mr. Morlang seconded. Voting was unanimous in favor of the motion. Mr. Hill opened the floor for public comment. After hearing no public comment, Mr. Hill called for a motion to close the public hearing. Mr. Morlang made the motion. Mr. Bell seconded. Voting was unanimous in favor of the motion.

- 7) Board Reports – Mr. Hill commented that he had nothing to report and asked if the other members had any reports. Hearing no other reports Mr. Hill move to the next item.
- 8) General Manager & Operations Report – Mr. Shortreed presented the Operations Report via PowerPoint Presentation to the board and public. Mr. Shortreed reviewed and explained the operational condition of the district including but not limited to fuel storage and consumption, generator health, system health, demand use, and load profiles. Mr. Shortreed also reviewed the operational state of water, sewer, and solid waste.
- 9) Business & Action Items –
 - a) Review & discuss for approval:
 - i) 2023 Budget (R-2022-0005) – Following the public hearing on the budget, Mr. Hill asked the members if they had any comments or questions. Hearing none, Mr. Hill called for a motion to adopt the tentative budget as the final budget for 2023 by resolution. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor of the motion.
 - ii) YTD Financials through Nov 2022 – Mr. Shortreed presented the financial report via PowerPoint presentation to the board and the public. Mr. Shortreed reviewed and explained the financials through November 2022 by summarized line item. Mr. Shortreed reported on fund transfers and the annual fraud risk assessment.

Mr. Hill called for a motion to approve the financial report as presented. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor.

Mr. Hill called for a motion to approved the financial statements for October and November 2022 as presented to the board electronically. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor.

Mr. Hill called for a motion to approve the fund transfers as presented in the financial report. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor.

Mr. Hill called for a motion to approve the Fraud Risk Assessment as presented. Mr. Morlang made the motion. Mr. Bell seconded. Voting was unanimous in favor.

- iii) Independent Auditor (R-2022-0006) – Mr. Hill presented the resolution and engagement agreement and asked if the members had any questions or comment. Hearing none, Mr. Hill called for a motion to approve the resolution and engagement agreement with HintonBurdick to audit the 2022 financials. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor.
- iv) Accounting and Bookkeeping – Mr. Shortreed reported that he has asked Larson & Company to provide an engagement agreement, which has yet to be received. Mr. Shortreed recommended to the board the item is tabled until an engagement agreement is received. Mr. Hill tabled the item.
- v) 2022 Fraud Risk Assessment – Covered during the financial report.
- vi) 2023 Annual Meeting Schedule – Mr. Hill presented the annual meeting schedule for 2023 and



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asked the members if they had any questions or comment. Hearing none, Mr. Hill called for a motion to approve the annual schedule as presented. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor.

- vii) Source Protection Plan Review for WS001 & WS002 – Mr. Shortreed reported to the board that he has reviewed the SPP for both wells and given there is no imminent construction or agricultural projects in the near future, the SPP's stand as written with no contamination concerns at this time. Mr. Hill asked the members if they had any questions or comment. Hearing none, Mr. Hill called for a motion to approve the annual review of the SPP's. Mr. Bell made the motion. Mr. Morlang seconded. Voting was unanimous in favor.

- 10) Public Comment – Mr. Hill opened the floor to public comment.

Kent Hintze offered comment and questions regarding outstanding receivables. Mr. Hill asked Mr. Shortreed to respond to briefly. Mr. Shortreed reported an estimate of the receivables for December.

Ms. Margaret Mitchell offered comment and support to Mr. Shortreed for his years of services. She also recognized the amount of work that Mr. Shortreed shouldered to keep the district operational.

- 11) Chairman and Trustee Comments – Mr. Hill began with asking Mr. Shortreed if he had anything he wanted to say. Mr. Shortreed briefly thanked the board and members of the community for the privilege of serving the community for 12 years.

Mr. Hill went on to thank Mr. Shortreed for his years of service and stated that from the beginning by jumping in and taking care of the district and community, Mr. Shortreed kept everything running both as a volunteer and a paid employee without question or hesitation. Mr. Hill expressed that Ticaboo is in a much better place today thanks to Mr. Shortreed's service.

Mr. Hill asked if the other members had any comments. Mr. Morlang and Mr. Bell thanked Mr. Shortreed for his service and wished him well.

- 12) Mr. Hill stated the next scheduled meeting is Thursday, 26 January 2023 @ 6:30 PM

- 13) Adjournment at 7:50 PM – After Mr. Hill adjourned the meeting and before the Zoom meeting was ended, several members of the community continued to express their gratitude and appreciation for Mr. Shortreed's service. These comments remained recorded as part of the record.

DISTRICT CLERK/SECRETARY	/s/Chip Shortreed
CHAIR OF THE BOARD OF TRUSTEES	/s/Tom Hill