

**Minutes of the Timbers Water & Sanitation District Board Meeting**  
**Zoom Remote Meeting**  
**November 11, 2024**

**Members Present:** The following Directors were present and acting:

- Ms. Jodi Lightfoot, Vice President
- Mr. Larry Ioffredo
- Mr. Gary Osteen
- Mrs. Erica Fisher (absent)
- Mr. Mike Lomas, Chairman and President

Managers:

- Kasey O'Halloran

**Call to Order:** The Regular Meeting of the Board of Directors of Timbers Water & Sanitation District was called to order by President Lomas on November 11, 2024, at 6:05 pm, noting a quorum was present.

**Consent Agenda:** The Board reviewed the regular meeting minutes from October 2024. The financial statements and the AR report were reviewed from October 2024. Upon motion duly made by Mr. Osteen and seconded by Mr. Ioffredo it was

**RESOLVED** to approve the consent agenda.

**Invoices:** Invoices for October 2024 were reviewed and approved for payment; Mrs. O'Halloran will hold the law firm check until after the Budget meeting on Thursday. Upon motion duly made by Mr. Ioffredo and seconded by Ms. Lightfoot, it was

**RESOLVED** to approve payment of the open invoices.

**Transfer of funds from TWSD to TWSWA Enterprise:**

\$5000 granted.

**Manager's Updates:** John Fitzgerald - October BOD removal was 95%. Ammonia is @ 4.7 mg/L. TIN results are @ 11 mg/L. Our 2-year rolling average is currently 7.7mg/L, (below our limit of 10). Stagecoach electric serviced our generator. We got an oil change/coolant top off and new plugs. I received 4 barrels of Micro C. I cleaned the Bio Tube and Maintained the membranes/sprinklers (Ax-Max units). We had a leak in the WW plant domestic water line. Native dug it up and repaired it. Tim knows the details. I covered the equipment building at the water tank with a large tarp, stapled it and put logs/rocks on it to hold it in place.

**New Business:**

**Old Business:** Zirkel Wireless Contract – Zirkel has sent a preliminary contract, Mr. Lomas has provided some changes but has not heard back from Zirkel on finalizing the contract.

Lot 1 Easement – The easement has been completed. Mrs. O'Halloran will hold the final payment to the legal team until the Board has had a chance to review the invoices. Mrs. O'Halloran will research how much of the cost will need to be passed on to the current lot owner.

Tap Fees and EDU Review- Mr. Ioffredo stated that instead of spending money on EDU revisions, he believes the District should go all in on water meters. Mr. Ioffredo believes a conversation should be had with the Condominiums. Meters could be a difficult change for them to make. The Board discussed the benefits of metering because it will encourage conservation. Mr. Ioffredo would like a full evaluation of the details before making any decision.

Reserve Investments – Tabled until Mr. Ioffredo is available to switch banks.

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Fire Hydrant update – Mr. Lomas has sent three emails to the past engineering firm looking for costs for new/improved fire hydrants. CDC will get back to Mr. Lomas soon and he will have more details to the present to the Board.

2025 Budget – Mrs. O’Halloran has reviewed the updated budget with the Board. The Board members will meet to host a budget workshop to discuss the finalization of the budget for the December meeting.

With business concluded and upon motion duly and unanimously approved, it was **RESOLVED** to adjourn the regular meeting the Timbers Water & Sanitation District Board of Directors  
At 7:00 pm, this 11<sup>th</sup> day of November 2024.

Respectfully submitted, Kasey O’Halloran  
District Manager, Timbers Water and Sanitation District