

**Minutes of the Timbers Water & Sanitation District Board Meeting**  
**Zoom Remote Meeting**  
**June 10, 2024**

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

- Ms. Jodi Lightfoot, Vice President
- Mr. Larry Ioffredo
- Mr. Gary Osteen
- Mrs. Erica Fisher
- 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 June 10, 2024, at 6:19 pm, noting a quorum was present.

**Consent Agenda:** The Board reviewed the regular meeting minutes and Mr. Lomas asked for an edit to the minutes in the paragraph about the Dam. The financial statements and the AR report were reviewed from May 2024. Upon motion duly made by Ms. Fisher and seconded by Mrs. Lightfoot it was

**RESOLVED** to approve the consent agenda.

**Invoices:** Invoices for May 2024 were reviewed and approved for payment; Upon motion duly made by Mrs. Fisher and seconded by Ms. Lightfoot, it was

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

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

\$5000 transfer granted.

**Manager's Updates:** From John Fitzgerald: BOD removal for May was -12%. In other words our BOD increased during treatment. I sprayed down the membranes and waited a week to sample but there was so much growth on the membranes it still had not flushed through when I sampled. The growth was due to overfilling of the Ax max units from spring I/I. It created a thick scum on our membranes that was difficult to remove. Next spring I will try to control I/I overfilling by adjusting in plant flow rates. Roger and I have changed some settings that will help with this issue. Ammonia reduction limits were met. Our Total Inorganic Nitrogen was 1.9 mg/l, also within our limits. I did membrane cleaning maintenance and cleaned the bio tube and primary settling tank pumps. Note before and after picture of Ax Max unit 4. All four units looked like that. It appears a bear yanked up and broke two Primary Settling Tank portal tops. I re-drilled and re-secured them.

*Action Item: The Board would like to understand why and where the I/I is coming from and what John plans to do going forward. Mrs. O'Halloran will follow up with John and report back.*

**New Business:** Fire Hydrants – Mr. Lomas is concerned about the hydrant that is painted near the Timbers Condo. He would like to know if that is a functioning hydrant or if it was previously bagged. Mrs. O'Halloran will follow up with Tim Gibbons to understand the situation.

**Old Business:** Zirkel Wireless – Mr. Lomas is still working on a new contract with Alan Belvo. Mr. Ioffredo has suggested making sure that all residents have access to other internet should Zirkel remove their antenna from the Water Tower. Mr. Lomas will update as he gets more details.

Website – Moving forward with Streamline, nothing new to report at this time.

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SWOT Analysis- Tabled.

Reserve Investments – Mr. Ioffredo will meet with Mrs. O’Halloran to discuss his plan.

Legal Team/EDU Review – The Board discussed that it was necessary to pursue water meters in the future. The EDU Review for a new lawyer will cost as much or more then the water meter installation. The Board will table the EDU review discussion. However, there is a meeting with a new attorney this upcoming week.

Lot 1 Easement and Dam – Mr. Lomas stated that to complete this easement, he believes the Dam easement portion should be dropped. This would allow for the current owner to have his building envelope changed but not affect the easements currently in place in regard to the dam.

Fire Mitigation– The community had a good meeting to plan more in depth on how to defend their properties against fire. However, Mr. Lomas believes no one will take the lead to move this initiative along.

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 7:19 pm, this 10<sup>th</sup> day of June 2024.

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