

Fairview Water District
Meeting Minutes
March 27, 2024

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:00pm on Wednesday, March 27, 2024, at the Franklin County Firehouse.

II. Roll Call

Board members present included Patrick Gilbert, Kit Christensen, Tom Ransom, Jon Harris, Mike Thomas. Others in attendance include Britny Field.

III. Approval of Minutes from Last Meeting

Minutes from the February 28, 2024, meeting were reviewed by the board members prior to the meeting. Kit Christensen made the motion to approve the minutes, it was seconded by Mike Thomas, minutes were approved and signed.

IV. Agenda Items

a. Review of State Statutes

Jon Harris reviewed from the current Rules and Regulations, Resolution 02-07, Section 5.6 regarding Delinquent Accounts clarifying the timeframes for delinquent notice, late charges, turn-off notice, and the amount of service charge for restoration of services.

b. 2024 Budget Hearing

Mike Thomas presented the 2024 Budget for approval. Kit Christensen made the motion to approve the budget, Patrick Gilbert seconded the motion. The board voted unanimously to approve the budget. Mike suggested preparing the 2025 Budget by November 2024.

c. Financial Reports

Britny Field reviewed the financial reports. The board asked for a column to be added to show “percent of budget” for each category on the Profit Loss Report. Additionally, the board reviewed the delinquent accounts. Accounts #1 and #2 on the list will receive a shut-off notice with their bill. Account #3 on the list will have service shut off tomorrow.

d. Status of New By-Laws & Regulations

The board discussed that the undertaking of reviewing and updating the Rules and Regulations would be immensely time consuming and that an index of the current Rules and Regulations and Resolutions would be most helpful at this point. Britny Field was tasked with developing the index.

e. Status of Projects and Repairs

Patrik Gilbert provided updates on the following repairs:

- i. Ownership Transfer (Cody Turner) – Will be completed on Friday
- ii. Meter Installation at the Tanks – meter has arrived, will be installed soon, after power is set up, everyone will be out of water for 8-10 hours when installation occurs, will need to notify users when a date is set

- iii. Power at the Tanks – power company to be on-site next week to get power set up
- iv. Audit Due August 31, 2024 for year ending November 30, 2023 – Britny has not been able to schedule the audit yet.
- v. Pipe Exposed at the River – Waiting for special permits and approvals, Patrick and Debbie will work with the county to discuss next steps.
- vi. Debbie will be replacing several meters and MXUs that have not been reading
- vii. 5155 S 1400 W – Debbie to schedule repair with Miles
- viii. 1409 W 4800 S – meter shut off, property owner will repair
- ix. 532 W 3200 S – leak repair completed
- x. Hinckley – leak repair completed
- xi. 4668 S 1400 W – fire hydrant leak, Debbie scheduled repair

f. Discuss Plan for Future Connections

Patrick Gilbert reported that he had called everyone on the wait list, explaining to them that according to the Rules & Regulations the board had to issue water within 45 days of approval and the board has not been able to do that, so the person would be reimbursed their deposit amount. Patrick stated that some contact information was out of date. Britny will update water user contact information in the system. Britny and Patrick will work together to reimburse deposits.

The board discussed planning for future connections stating that once the meter is installed at the tanks, we can hopefully get low flow readings in April and May and high flow readings in the summer months and have a better idea of how many new connections can be issued. The board discussed that the following information would be determined and shared with the public before opening for applications: date to receive applications, number of new connections to be issued, and criteria for applying for new connection. The engineer will provide input and approval of each application. The board will revisit the discussion around the application process and criteria for new connections at the next meeting.

g. Other Discussion/Action Items

The board discussed that a Backup Operator from another local water system would be a good idea and Patrick Gilbert and Debbie Gregory will work together to get a Backup Operator in place.

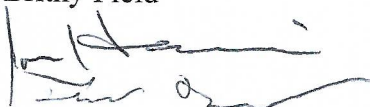
V. Next Meeting, Wednesday, April 24, 2024, 7pm

VI. Adjournment

Tom Ransom made the motion to adjourn the meeting. Kit Christensen seconded the motion and the meeting was adjourned at 8:54pm

Minutes Submitted by: Britny Field

Minutes Approved by:



Seconded by: