

# **Fairview Water District**

## **Meeting Minutes**

August 28, 2024

### **I. Call to Order**

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:01pm on Wednesday, August 28, 2024, at the Franklin County Firehouse.

### **II. Roll Call**

Board members present included Patrick Gilbert, Kit Christensen, Jon Harris, and Mike Thomas. Others in attendance include Britny Field, Debbie Gregory, Matthew Regen CPA, Peggy Jo Porter, Merrilee Christensen, Christine Rawlings. Board member Tom Ransom was not in attendance.

### **III. Approval of Minutes from Last Meeting**

Minutes from the July 31, 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 Jon Harris, minutes were approved and signed.

### **IV. Agenda Items**

#### **a. Review of State Statutes**

Jon Harris reviewed Resolution 02-09 “2005 Water Revenue Note Resolution” specifically Section 02 definition of “fiscal year” which means the twelve (12) months commencing March 1 of any year and ending February 28 of the following year. He stated that this was on the 2005 loan with USDA-Rural Development. A question arose about what the fiscal year for the district should be if the audit period specified in Idaho Code Section 42-3209 and Section 67-450B is for year ending November 30<sup>th</sup>. Later in the meeting, the board clarified that the Amended Bylaws adopted by the Board on March 1, 2024, reference the same audit period as the Idaho Code. Patrick and Britny will seek clarification on what the fiscal year for the district should be in order to meet various audit and reporting requirements.

#### **b. Financial Reports**

Matthew Regen, CPA, reviewed the preliminary audit findings. He said the State wants corporations big and small to undergo an independent audit and explained that the following areas are reviewed:

- Ensuring that there are checks and balances and that not one person is handling everything with the finances
- Internal control is designed sufficiently
- Bank statements and financial records match that of the entities the district does business with
- Loan status

Matthew reviewed the following areas of the audit findings with the group:

- Page 10 Assets, Liability, and Equity
- Page 11 Operations for Year Audited
- Page 19-20 Bonds and Loans

Patrick indicated he had contacted the Department of Water Resources for guidance on this issue and was encouraged to seek legal counsel. Patrick will look into acquiring a lawyer who specializes in water laws to provide counsel on the Hobbs and Porter connections and to review the draft Rules and Regulations.

**d. Status of Projects and Repairs**

Patrick Gilbert and Debbie Gregory reviewed the status of projects and repairs throughout the district.

- Overall Meter Report - Debbie reported a meter flow of 25.444 million gallons in half of June through July. The customer usage for the month of July was 17 million gallons a difference of about 8 million gallons. The meter report will continue to be monitored going forward.
- Patrick reported that the low water pressure this past Sunday morning was due to the level sensor software not being programmed yet and is getting resolved.
- Patrick, Debbie, and Britny will meet with the Idaho Department of Water Resources on September 5th to address the water claims adjudication. Patrick clarified that if the district wanted to use more water from the wells than what is permitted, the water rights from elsewhere must be transferred to the wells to keep balance in the ground water system.

**e. Discuss Plan for Future Connections**

The board reviewed the revised DRAFT Application for New Water Connection and would like to clarify that the service connection must be utilized within 6 months of the estimated date of first use, or the connection will be returned to the District. Any extension to this timeframe must be reviewed and approved at a board meeting. Patrick indicated that the board may be ready to accept applications as early as October, but still needed to finalize some details and have lawyer review the Rules and Regulations.

**V. Next Meeting, Wednesday, September 25, 2024, 7pm**

**VI. Adjournment**

Patrick Gilbert made the motion to adjourn the meeting. Kit Christensen seconded the motion and the meeting was adjourned at 9:22pm.

Minutes Submitted by: Britny Field

Minutes Approved by:



Seconded by:

