

Fairview Water District
Meeting Minutes
September 25, 2024

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:00pm on Wednesday, September 25, 2024, at the Franklin County Firehouse.

II. Roll Call

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

III. Approval of Minutes from Last Meeting

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

IV. Agenda Items

a. Review of State Statutes

Jon Harris reviewed Title 18 of Idaho State Statutes which addresses Crimes and Punishments.

b. Financial Reports

Britny Field reviewed the regular financial reports. Britny and Lori will create a 2025 budget for the board to review in the October meeting, taking into account the reduction in water fee income over the last two years. Britny contacted the offices with which the District has reporting obligations (i.e. State Controller's Office, Legislative Services Office, and USDA-Rural Development Office) to clarify the dates of the District's fiscal year. Each office clarified that the District could establish its own fiscal year dates as long as it met the reporting requirements by the requested deadlines. The Board would like to keep the fiscal year January 1-December 31 and will make the adjustment in the By-Laws. The Board reviewed the Accounts Receivable Report and Delinquent Accounts. Britny will send shut-off notice via certified mail to those with outstanding balances.

c. Other Discussion/Action Items

Troy Hobbs Water Connections – Patrick Gilbert reiterated the request from Troy Hobbs to separate his farm and house connection stating that there are 5 connections (1 on 1600 E that is not being used since home was torn down, 1 to Troy's house, and 3 at the dairy which is owned by Windstar Dairy now). Patrick sought legal advice regarding the situation and reported that the Board must adhere to the current By-Laws and Rules and Regulations. With the guidance from the attorney the Board agreed that the connection on 1600 E must remain with the property. The 4 connections at the dairy location will be divided as follows: 1 connection will go with the Troy Hobbs home, 1 connection will go with the dairy, 1 connection will go with one home at the dairy, 1 connection will go with the other home at the dairy. The costs incurred with the installation of the meters will be

the responsibility of the property owners, Troy Hobbs and Windstar Dairy respectively. Patrick Gilbert will contact Troy Hobbs and Windstar Dairy with the Board's decision.

Additionally, the attorney recommended that By-Laws and Rules and Regulations be refreshed every 10 years and that the county have a sign-off with the building inspector that water is available at the property before a person builds a home.

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 difference of 3 million gallons of water from what was metered at the tank to what was metered at users. Debbie is waiting for more meters to arrive and then will finish replacing meters that are not working and installing meters at the churches. The Board also discussed the need to crack down on the unauthorized use of water from fire hydrants which are not metered and do not have backflow prevention devices therefore increasing the risk of contamination. Debbie will check with the fire department to find out if a lock can be put on fire hydrants. Mike Thomas made the motion to check with attorney to see what our rights are to prevent unauthorized use of water via fire hydrants and then send a letter to water users stating that there will be fines and potential criminal charges if anyone is found using fire hydrants without prior authorized consent. Patrick Gilbert seconded the motion, the motion carried. Patrick will contact the attorney. The meter report will continue to be monitored going forward.
- Patrick reported that the boil order this past weekend was issued as a result of a sample testing positive for E. coli and the chlorinator not working properly. The boil order was lifted after the chlorinator was repaired. Further investigation is needed to determine the source of the E. coli. The Board discussed the need for better fencing for the area around the springs and chlorinator building. Debbie will look into grants for source water protection and a filtration system to help with the turbidity in the spring.

e. Discuss Plan for Future Connections

Debbie will provide the engineer with the data from the overall meter report and ask if there is enough data to make a decision on how many connections can be issued. The Board reviewed the DRAFT Application for New Water Connection and would like to add that if the property has secondary water the backflow prevention and physical disconnect must be verified by the operator. Britny will make changes to the application.

V. Next Meeting, Wednesday, October 30, 2024, 7pm

Due to the Thanksgiving holiday, the November meeting will be rescheduled to Wednesday, December 4, 2024, when the budget hearing will occur. Due to the Christmas holiday, the December meeting will be cancelled.

VI. Adjournment

Mike Thomas made the motion to adjourn the meeting. Tom Ransom seconded the motion and the meeting was adjourned at 8:45pm.

Minutes Submitted by: Britny Field

Minutes Approved by:

A handwritten signature in blue ink, appearing to read "Tom Ransom".

Seconded by:

A handwritten signature in blue ink, appearing to read "Britny Field".