

Fairview Water District

Meeting Minutes

October 30, 2024

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:03pm on Wednesday, October 30, 2024, at the Franklin County Firehouse.

II. Roll Call

Board members in attendance included Patrick Gilbert, Kit Christensen, Jon Harris, and Tom Ransom. Board member Mike Thomas was not in attendance. Others in attendance include Britny Field, Debbie Gregory, Tamara Gilbert, and Eric Dursteler.

III. Approval of Minutes from Last Meeting

Minutes from the September 25, 2024, meeting were reviewed by the board members prior to the meeting. Jon Harris made the motion to approve the minutes, it was seconded by Tom Ransom, minutes were approved and signed.

IV. Agenda Items

a. Planning Study Findings

Eric Dursteler, engineer, reviewed the Planning Study with the board which included general recommendations and recommended capital improvement projects. He estimates the capital improvement project to replace the pipeline along Cub River Road would be approximately \$5.7 million. He also estimated the capital improvement project to replace the pipeline on 800 East would be approximately \$600K to \$750K. He suggested acquiring additional water rights to accommodate future growth. Eric will seek clarification of whether water usage should be compared to water rights or water claims so that the report can be the most accurate reflection of how many connections the current system can service, then he will send information to Debbie. Eric will also gather high flow data from the meter at the tank. Patrick will ask attorney if the District should consolidate water rights which would allow water to be used from any of the sources up to the total amount on the water rights.

The group reviewed the recommended capital improvement projects and would like to add the following items to the list:

- Various lines need to be upgraded including, but not limited to the following:
 - 5600 South expand from 2" to 6" line and add fire hydrant
 - 800 West to 4000 South need 6" line and add fire hydrant
 - 1400 West replace 4" transite line, need valves and/or disconnect
- Replace fence around springs with chain link fence with serpentine wire
- Install filtration system at chlorinator to help with turbidity in the spring (Eric estimated a cyclone system would be \$45K to \$50K)
- Install a backup generator at well #2
- Install storage tank up the canyon
- Install gas chlorinator at bottom well #2

- Add blow offs or fire hydrants at every end of line that does not currently have one, including but not limited to the following:
 - Below reservoirs and across the road
 - 500 East

b. Financial Reports

Britny Field reviewed the regular financial reports. She reported that the Permits and Fees expenses were more than budgeted due to the claims adjudication and the expenses for professional fees were more than budgeted due to the audit. Patrick mentioned that Tracy Bodily would be paying his own fees for continuing education training since he would no longer be a backup operator for the district. Patrick plans to get trained and certified so someone on the board can step in as a backup operator if needed. He suggested the other board members consider doing the same. Britny reported that the District is in compliance for the 2024 reporting year after completing and submitting the 2023 audit. Britny reached out to the Local Government Registry (LGR) team to ask if it was necessary to go back and conduct an audit for the 2022 fiscal year whereas the District had just incurred the cost of conducting the 2023 audit, she has not received a response. The board agreed to only conduct a 2022 audit if LGR expressly requests it and plans to comply with reporting requirements moving forward from the 2024 reporting year.

The board reviewed the accounts receivable report, Britny will contact the account holder with an outstanding balance and inform them that interest will begin to be charged on the account. The board reviewed the delinquent water user accounts, Britny will send a certified letter with final shut off notice to account #3 on the list. Others on the list will receive shut off notices.

The board reviewed the proposed 2024 Amended Budget and asked for additional columns to be added to show the difference from the original budget and the reason for the difference. Britny will make the adjustments and the amended budget will be reviewed in the meeting on December 4.

The board reviewed the proposed 2025 Budget and asked for the following adjustments:

- Increase metering materials to \$15K
- Recalculate water fees based on the increased rate for new year, roughly \$309K
- Set mileage to \$5K

Kit Christensen made the motion to accept the proposed budget with the adjustments, Tom Ransom seconded the motion. Britny will make the needed adjustments and prepare the proposed 2025 Budget for the budget hearing in the December 4 meeting by printing it in the newspaper and posting it on the website.

c. Review Rules and Regulations

In the interest of time, Patrick Gilbert requested that each board member read the DRAFT Rules and Regulations and send their suggestions to him so he can take the information back to the attorney.

d. Status of Projects and Repairs

Patrick Gilbert reported that there were two breaks on the main line up Cub River that were repaired. All other repairs on the list have been or will be scheduled now that parts/supplies have been received.

e. Other Discussion/Action Items

i. Troy Hobbs Water Connections – Patrick Gilbert met with a second attorney that also supported the board’s decision documented in the September 25 meeting.

ii. Water Usage (Harris/Holt) – Two users have had water leaks that resulted in sizable usage charges. One user was able to find the leak and repaired it. Another user found the leak but is unable to repair it at this time since he will be out of town and has shut off the water at the meter until he is able to repair it. Both users are seeking adjustments to their balances. In the interest of time, Patrick asked Britny to send the usage charges to the group to review and give him their feedback.

V. Next Meeting, Wednesday, December 4, 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

Patrick Gilbert made the motion to adjourn the meeting. Kit Christensen seconded the motion and the meeting was adjourned at 9:28pm.

Minutes Submitted by: Britny Field

Minutes Approved by: 

Seconded by: 