

Fairview Water District

Meeting Minutes

December 4, 2024

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:01pm on Wednesday, December 4, 2024, at the Franklin County Ambulance Building.

II. Roll Call

Board members in attendance included Patrick Gilbert, Mike Thomas, Kit Christensen, and Jon Harris. Board member Tom Ransom was not in attendance. Others in attendance include Britny Field, Karla Gundersen, and Dave Cole.

III. Approval of Minutes from Last Meeting

Minutes from the October 30, 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. 2025 Budget Hearing

The Board reviewed the 2025 Proposed Budget. Mike Thomas made the motion to approve the budget, it was seconded by Patrick Gilbert, the board voted unanimously in favor of approving the budget.

b. Financial Reports

Britny Field reviewed the regular financial reports. The board reviewed the accounts receivable report. The board reviewed the delinquent water user accounts, Britny will call users for accounts #1-6 and #10 on the list and continue to monitor #7-9 on the list.

c. Review Rules and Regulations

The Board reviewed the Draft Rules and Regulations and outlined several revisions which Britny and Patrick will compile and send to the attorney, including but not limited to the following:

- Update Water Rates and Fee Schedule (different base rate fee for standard meter size vs. larger meter size, application fee, water meter testing fee, returned item fee, etc). The Board would like to review average water usage by dairies over the last 4 years and discuss fee structures at the next board meeting. Britny will compile the water usage data.
- Add verbiage that any item the board votes on can be requested to be a roll call vote.
- Create a Water Service Agreement and Service Connection Permit
- Ensure that Section 8.3 verbiage is such that the District can bill for expenses for installations where circumstances are above and beyond normal installation (example: boring under road)
- Add verbiage to Section 10.4 to include proper air gap for backflow prevention.

d. Status of Projects and Repairs

Patrick Gilbert provided status updates for the following repairs:

- i. Repair by old church is completed
- ii. Repair of fire hydrant at 5544 S 1600 W to be completed soon
- iii. Patrick will schedule repairs to the water district shed
- iv. Patrick reported that the engineer’s preliminary analysis regarding the number of connections that could be added to the current system is very minimal. Patrick is waiting for more details on minimal low flow data.
- v. A user who recently had a leak and repaired it right away requested a credit for the usage charges on their most recent bill. The Board agreed to credit the account

e. Other Discussion/Action Items

i. Property Development Questions – Karla Gundersen explained that they were planning to subdivide a 6-acre parcel of land into either 6 1-acre parcels or 3 2-acre parcels and wanted to know if the properties would be able to get Fairview Water. The Board explained that the area in question is usually considered a “dry area” by the engineer because the elevation is too high to have adequate flow with the gravity fed water system. Additionally, the pipelines in the area are inadequate and need to be upsized and the district would need grants to pay for those and several other system upgrades. Karla asked if they could install a new pipe on the south side of 3200 S and run pipe to the north on 800 W. Patrick will ask the engineer about the size of pipe on 3200 S and if adding a pipe on 800 W. would be a possibility.

ii. Discuss Plan for Future Connections – Britny will draft a sample announcement regarding future connections to review in the next meeting.

V. Next Meeting, Wednesday, January 8, 2025, 7pm

Due to the Christmas holiday, the December meeting will be rescheduled to Wednesday, January 8, 2025.

VI. Adjournment

Kit Christensen made the motion to adjourn the meeting. Jon Harris seconded the motion and the meeting was adjourned at 9:43pm.

Minutes Submitted by: Britny Field

Minutes Approved by:  _____
 Seconded by:  _____