

**Fairview Water District**  
**Meeting Minutes**  
April 30, 2025

**I. Call to Order**

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:00pm on Wednesday, April 30, 2025, at the Franklin County Fire Station.

**II. Roll Call**

Board members in attendance included Patrick Gilbert, Mike Thomas, Jon Harris, Tom Ransom, and Kit Christensen. Others in attendance include Britny Field, Debbie Gregory, Eusebio Yarasca, Brian Jensen, Andrew Jensen, and Tamara Gilbert.

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

Minutes from the March 26, 2025, 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. Financial Reports**

Britny Field presented the Budget Report and gave an update on the 2022 and 2024 financial audits. She explained that the auditor suggested that the Budget Report be in line with the fiscal year stated in the Idaho State Statutes and the Fairview Water District By-Laws which is December 1-November 30. The auditor will attend the May board meeting. The Board reviewed the Accounts Receivable Report and Delinquent Accounts. #1-4 on the delinquent list will receive shut-off notices, #5,7,8 are making payments as per payment plans, #6 will have water shut off this week. Mike Thomas made the motion to approve the financial reports and to amend the Budget Report to reflect fiscal year December 1-November 30, Tom Ransom seconded the motion. The motion carried.

**b. Projects and Repairs**

Patrick Gilbert reviewed the status of projects and repairs throughout the district. He reported that Century Link is claiming that one of their lines was damaged during Fairview Water District repairs up Cub River Canyon. The contractor doing the repairs claims they did not damage the line. Debbie Gregory has attempted to contact Century Link and is waiting for a return phone call.

Patrick reported that the Overall Meter Usage Report continues to show a decrease in unknown water usage from previous months. He explained that meters are to be replaced on a three-year rotation schedule and several are awaiting replacement; accurate meter readings will likely result in a continued decrease to the unknown water usage. Debbie will be working with Josh Taylor to replace meters and MXUs. Debbie mentioned the District will need to be charging customers for damage to District property (for example damaged MXUs, damaged meter lids from driving over them, etc).

The Board discussed a leak along 1400 W near 5100 S and determined the leak may be on an abandoned line and that the line should be capped at the valve by the Cub River Irrigation shed.

The Board discussed the need to install fencing around the upper spring. The fencing is part of the grant request, but the government is currently not issuing grants. Debbie will get quotes for the project.

**c. Other Agenda Items**

- i. Eusebio Yarasca explained that he owns the old church apartments and was planning to remodel and add 2-3 more units in the summer of 2025 and asked to be permitted water for those units. The Board reviewed that the apartments currently have a total of 8 service connections (7 on one meter servicing the apartments and 1 on another meter for the yard). Patrick explained that the Board would need a chance to review the Rules and Regulations before making a determination.
- ii. Director Vacancy – Jon Harris has expressed that he is not seeking re-election, but has not yet submitted a letter of resignation. The Board reviewed the requirements of a Director: must be a registered voter, living in the water district, and not a close relative of someone already on the Board.
- iii. Review of Assets – Patrick Gilbert reviewed the plans to sell the truck and make backhoe operational.

**V. Next Meeting, Wednesday, May 28, 2025, 7pm**

**VI. Adjournment**

Kit Christensen made the motion to adjourn the meeting, Tom Ransom seconded the motion, and the meeting was adjourned.

Minutes Submitted by: Britny Field

Minutes Approved by:  Seconded by: 