

**Fairview Water District**  
**Meeting Minutes**  
June 25, 2025

**I. Call to Order**

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:03pm on Wednesday, June 25, 2025, at the Franklin County Fire Station.

**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, and Amanda Collins.

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

Minutes from the May 28, 2025, 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. Grant Funding – Amanda Collins from SICOG**

Amanda Collins from Southeast Idaho Council of Governments explained she provides technical assistance and funding assistance for municipalities and community development. She has assisted the District in the past with grant funding. She indicated that the Preliminary Facility Planning Study is not fully completed or approved by DEQ yet. The outstanding items include an Environmental Information Document (EID) needed from the engineer, selection of alternatives for projects, prioritization of which area to work on, and holding a public hearing for the projects. The group discussed prioritizing the replacement of the pipe in Cub River Canyon to ensure the ability to distribute the water from the springs. The group also discussed prioritizing fencing around the springs; Amanda indicated there was separate grant money available for source water protection. Amanda will work with the District to get the Facility Plan fully completed and accepted by DEQ.

**b. Planning Study – Eric Dursteler, Engineer**

Agenda item was postponed since the presenter was not in attendance.

**c. Financial Reports**

The Board reviewed the Budget Report. Debbie mentioned she was informed that the District was selected for some specific water sampling over the next 3-4 months which will increase costs to about \$1,000 per month. The budget may need to be amended as a result of the increased costs. The Board reviewed the Accounts Receivable Report, and Delinquent Accounts. #1-3 and #6 on the delinquent list will receive shut-off notice if the account is not paid or no payment plan is submitted, #4 will be shut off tomorrow, #5 and #7 are on written payment plans. Patrick Gilbert will be following up with the outstanding accounts receivable account to develop a payment plan.

**d. Projects and Repairs**

- Patrick Gilbert reviewed the status of projects and repairs throughout the district. He stated that on June 12<sup>th</sup> the leak at the fire hydrant on 3200 S was repaired, a leak on 5600 S was repaired, and a leak by the old church was repaired. Additionally, a leak along 1400 W near 5100 S was capped at a valve near the corner by Andersons and Bowles. While fixing the leak near 650 W 4800 S, a line was dug up that was going under the road, but not to the meter. It was capped to fix the leak. In the future, the District will need to look into unmetered lines coming off the mainline. Patrick reported that with all the repairs recently, the Overall Meter Usage Report should reflect a decrease in unknown water usage over the next few months.
- A water user reported a leak that they were able to repair quickly and requested a credit for the usage charges. The Board approved the credit request.

**e. Water Rights/Water Connections (Capacity)**

The Board discussed lifting the moratorium and issuing a select number of new service connections. No decisions were made at this time.

**f. Enforcing Rules and Regulations**

The Board discussed enforcing the Rules and Regulations and reviewed a draft letter to water users. No decisions were made at this time.

**g. Other Agenda Items**

- Debbie stated that the Consumer Confidence Report (also known as the Drinking Water Quality Report) would be available on the website next month.
- Due to the holidays, the Board will meet on November 19<sup>th</sup> and December 17<sup>th</sup>.

**V. Next Meeting, Wednesday, July 30, 2025, 7pm**

**VI. Adjournment**

Jon Harris made the motion to adjourn the meeting, Kit Christensen seconded the motion, and the meeting was adjourned.

Minutes Submitted by: Britny Field

Minutes Approved by: Patrick Gilbert      Seconded by: Jon Harris