

Fairview Water District

Meeting Minutes

July 30, 2025

I. Call to Order

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

II. Roll Call

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

III. Approval of Minutes from Last Meeting

Minutes from the June 25, 2025, meeting were reviewed by the board members prior to the meeting. Patrick Gilbert made the motion to approve the minutes, it was seconded by Tom Ransom, minutes were approved and signed.

IV. Agenda Items

a. Financial Reports

Britny Field reviewed the Budget Report with the Board and noted that the expenses for Repairs and Maintenance are over budget. The Board agreed that funds for Special Projects can be used for the Repairs and Maintenance and that the budget will need to be amended. The Board reviewed the Accounts Receivable Report and Delinquent Accounts. #1-3 on the delinquent list will receive shut-off notice if the account is not paid or no payment plan is submitted, #4 and #5 are on written payment plans, #6 is a repeat occurrence within a 24-month period. According to the Rules and Regulations, they will receive a shut-off notice and will have to pay a deposit each month to continue receiving water service. Patrick Gilbert will be following up with the outstanding accounts receivable account to develop a payment plan.

b. Projects and Repairs

- Patrick Gilbert reviewed the status of projects and repairs throughout the district. There are approximately 25% of customers still needing to complete their Service Line Inventory and approximately 40% of customers still need to complete their Service Agreement. Debbie and Britny are coordinating efforts to contact users to remind them to return the forms.
- Debbie Gregory reported that the DEQ required improvements to the well house will be occurring soon and continues to work on replacing meters throughout the District.
- The Board reviewed the Overall Meter Report which showed a much higher than usual amount of unknown usage during the month of June. Several repairs were addressed during the month of June, so that figure should decrease moving forward. Also, Debbie noted that a District fire hydrant was used to fight a house fire up the canyon so that will affect July numbers.

- The Board reviewed the Rules and Regulations Section 10.11 that apply to customers being liable for District property damage, for example MXUs and meter lids. Debbie referenced that a replacement MXU would be approximately \$190, and a replacement lid would be approximately \$50. The Board discussed that water users will be billed for these replacements.
- Leaks have been reported near 4837 S 500 E and near 5197 S 800 E. Both will be scheduled for repair soon.

c. Water Rights/Water Connections (Capacity)

The Board deferred discussion on this topic until next meeting.

d. Enforcing Rules and Regulations

The Board reviewed the Rules and Regulations Section 10 Conditions of Water Service and Section 11 Violations and Enforcement. The Board agreed to a phased approach. Step 1 will be to inform and Step 2 will be to enforce. In Step 1, a letter will be sent to all water users in the September billing cycle informing them of efforts to enforce the Rules and Regulations citing Sections 10.3, 11.1, 11.2, and 11.3. The letter will inform water users that the intended use of a water connection is for a single-family dwelling and that any auxiliary structures such as RVs, Barndominiums, Apartments, etc are a violation of the Rules and Regulations and will be fined \$150 per day. Water users will be asked to contact a Board member with their questions/concerns. In Step 2, the Board will issue fines for water users in violation. The Board will look at meeting minutes and other records on certain water users which are known to be in violation and address each case individually.

V. Next Meeting, Wednesday, August 27, 2025, 7pm

VI. Adjournment

Tom Ransom made the motion to adjourn the meeting, Patrick Gilbert seconded the motion, and the meeting was adjourned.

Minutes Submitted by: Britny Field

Minutes Approved by: 

Seconded by: 