

Fairview Water District

Meeting Minutes

August 27, 2025

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:00pm on Wednesday, August 27, 2025, at the Franklin County Ambulance Building.

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, Debbie Gregory, Bailey Richardson, and Tyler Richardson.

III. Approval of Minutes from Last Meeting

Minutes from the July 30, 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 Mike Thomas, 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 will review and amend the 2025 Budget and proposed 2026 Budget at the next meeting. The Board reviewed the Accounts Receivable Report and Delinquent Accounts. #1-4 on the delinquent list will receive shut-off notice if the account is not paid or no payment plan is submitted, #5 and #6 are on written payment plans and continue to make payments accordingly. 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 33% 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 finished up next week. Additionally, she is seeking input from DEQ on the type of fencing would be best at the spring; a wood A-frame fence probably better than chain link fence due to high snow levels in winter.
- Debbie Gregory continues to work on replacing meters throughout the District and generating a list of damaged District property that needs to be replaced and billed to customers.
- Patrick Gilbert reported that leaks near 4837 S 500 E and near 5197 S 800 E have been completed and that a fire hydrant near 1452 W 5600 S and Troy Hobb's meter installation will be completed soon.

- The Board reviewed the Overall Meter Report which showed a decrease in the amount of unknown usage during the month of July.

c. Water Rights/Water Connections (Capacity)

The Board reviewed the District's water rights, the number of gallons that the District can pull from each water source, and the requirements from DEQ such as tank storage and emergency protocols. While the numbers show that the District has ample water rights to potentially add water connections, there needs to be further discussion and analysis of the capacity of the current infrastructure to be able to add water connections. The Board will continue to review this issue at the next meeting.

Patrick Gilbert stated that Idaho Department of Water Resources has identified 4 other water rights that potentially belong to the District. Claim numbers 13-39, 13-40, 13-41, and 13-42. Patrick will follow-up with IDWR.

d. Enforcing Rules and Regulations

The Board discussed backflow prevention and that there should be a total disconnect to prevent backflow. In addition, Patrick Gilbert stated that he had received a call from a water user reporting that someone was trying to take water from a fire hydrant to fill a water tank, but they were gone by time he arrived. The Board reviewed a letter to be sent to all water users with the September billing cycle and suggested adding the Board Members names to the letter, then approved the letter. The Board reiterated that the Board will issue fines for water users in violation on a case-by-case basis.

Additionally, the Board discussed that the list of users outside the District needs to include reference to meeting minutes or written agreements.

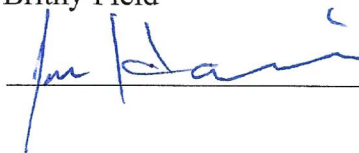
V. Next Meeting, Wednesday, September 24, 2025, 7pm

VI. Adjournment

Tom Ransom made the motion to adjourn the meeting, Kit Christensen seconded the motion, and the meeting was adjourned at 8:20pm.

Minutes Submitted by: Britny Field

Minutes Approved by:



Seconded by:

