

Fairview Water District

Meeting Minutes

September 24, 2025

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:00pm on Wednesday, September 24, 2025, at the Franklin County Ambulance Building.

II. Roll Call

Board members in attendance included Patrick Gilbert, Mike Thomas (via phone), Kit Christensen, Jon Harris, and Tom Ransom. Others in attendance include Britny Field, Debbie Gregory, Bailey Richardson, Tyler Richardson, and Dan Burbank.

III. Approval of Minutes from Last Meeting

Minutes from the August 27, 2025, meeting were reviewed by the board members prior to the meeting. Jon Harris 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. Using forecasted figures for the remainder of the fiscal year, the Board reviewed an amended budget for the FYE2025 which made adjustments most notably to the categories of Repairs and Maintenance, New Connection Fees and Expenses. Mike Thomas made a motion to accept the Amended FYE2025 Budget, Patrick Gilbert seconded the motion, and the motion carried. The Board reviewed a proposed budget for FYE2026 taking into consideration whether new connections were issued and also considered the potential for increasing the support personnel compensation category. The Board will review the budget again in the next meeting and plan to hold a budget hearing in November.

The Board reviewed the Accounts Receivable Report and Delinquent Accounts. #1-4 on the delinquent list received a shut-off notice and request for a written payment plan, partial payments have been received, but no written payment plan has been received. #5 and #7 are on written payment plans and continue to make payments accordingly. #6 is a repeat delinquent account and has received 4 shut-off notices in the past 24-month period. The user will receive a shut-off notification citing section 13 of the Rules and Regulations with explanation that the connection will be permanently shut off unless the account is brought current and continues to be paid monthly.

b. Projects and Repairs

- Patrick Gilbert reviewed the status of projects and repairs throughout the district. The DEQ required improvements to the well house are finished as well as two meters on 5600 South were moved to accommodate the paving of the road, and backfill on an exposed pipe up the canyon was finished.
- The Board reviewed the Overall Meter Report which continues to show a decrease in the amount of unknown usage during the month of August.

- A water user had excessive usage charges due to a leak but repaired it promptly upon learning of the leak and asked if they could be credited back some of the usage charges. The Board agreed.

c. Water Rights/Water Connections (Capacity)

The Board reviewed the District's water rights versus usage numbers and determined the District could add some new connections. Mike Thomas made a motion to start accepting applications for new connections, Kit Christensen seconded the motion, and the motion passed. The Board agreed to accept applications through November 18 and then will have the engineer review the applications with approvals expected in early 2026. Britny will post the announcement on the website and social media which will include the following criteria:

- Property MUST NOT be located in an area identified as a "low flow" area
- Property MUST be owned by applicant
- Building within six months
- For residential use only
- Non-Refundable Application Fee of \$200 via Check or Cashier's Check

d. Enforcing Rules and Regulations

The Board discussed enforcing the Rules and Regulations and addressed a water user's inquiry regarding a small apartment attached to the home for an adult disabled child. The Board responded that the situation described was not in violation of the Rules and Regulations, but if anything changed with the situation it would be revisited. The Board also identified a few water users who may be in violation of the Rules and Regulations and requested a certified letter be sent to the users informing them that they may be in violation and to schedule time in a board meeting to discuss their situation.

e. Other Agenda Items

- Patrick Gilbert mentioned that a business in the Fairview area would like to donate to the Fairview Water District as a tax deduction. Britny and Patrick will follow-up with the accountant to determine if the District can accept the donation and what paperwork would be needed to do so.
- Patrick Gilbert said that he had been approached by someone who would be interested in serving on the Board should there become a vacancy.

V. Next Meeting, Wednesday, October 29, 2025, 7pm

VI. Adjournment

Mike Thomas made the motion to adjourn the meeting, Jon Harris seconded the motion, and the meeting was adjourned at 9:03pm.

Minutes Submitted by: Britny Field

Minutes Approved by: Kit Christensen Seconded by: Jon Harris