

Fairview Water District
Meeting Minutes
November 19, 2025

I. Call to Order

Patrick Gilbert called to order the regular meeting of the Fairview Water District at 7:00pm on Wednesday, November 19, 2025, at the Franklin County Ambulance Building.

II. Roll Call

Board members in attendance included Patrick Gilbert, Mike Thomas, Kit Christensen, and Tom Ransom. Board member Jon Harris was not in attendance. Others in attendance include Britny Field, Sawyer Jensen, and Chad and Regan Coulson.

III. Approval of Minutes from Last Meeting

Minutes from the October 29, 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. FYE2026 Budget Hearing

The Board reviewed the FYE2026 proposed budget. Mike Thomas made the motion to approve the budget, and Patrick Gilbert seconded the motion. The FYE2026 Budget was approved and signed.

b. New Connection Applications

The Board reviewed the new connection applications and discussed one application (number 11 on the list) that requested a connection for 3-4 single-wide mobile homes. The Board discussed that the county may require at least 3 mobile homes be put in at one time and not just one when establishing a trailer court. Britny explained that the applicant had been informed that an individual application and fee needed to be submitted for each of the connections and the applicant had not submitted additional applications or ownership documentation by the due date. The application was declined. The remaining 11 applications have all the necessary information and the properties appear to be in serviceable areas. The Board explained that the applications will now be sent to the engineer for review and may have approvals as early as the December board meeting.

c. Status of Projects and Repairs

Patrick Gilbert reviewed the status of projects and repairs throughout the district. The Service Line Inventory and Water User Contact Info/Service Agreement projects can be removed from the list as the information gathered is sufficient. There are no further updates on the grant or fencing at the spring. The replacement of meters will resume in the new fiscal year and the remaining repairs will be finished next week. Patrick explained that Comcast has crews in the area installing fiber optic lines and on November 17 they damaged a water line on 800 W which resulted in the water being shut off for several hours on November 18th and 19th for repairs. The Board discussed

that Blue Stakes needs more information on the water lines in the area. The Board recommended looking into getting software for Debbie to do GPS mapping of the water lines or to hire someone to do it. Mike Thomas will gather more information on GPS mapping software or contractors. Patrick explained that the meter changes should help reduce the unknown water usage on the Overall Meter Report but believes there may also be leaks that the District is unaware.

d. Financial Reports

Britny Field reviewed the Budget Report with the Board noting that most of the budget categories are within expectations, however, the repairs and maintenance category is over budget. She suggested amending the budget and moving funds from the special projects and water testing to the repairs and maintenance category. Mike Thomas made a motion to amend the budget, and Patrick Gilbert seconded the motion. The motion carried. The Board reviewed the Accounts Receivable Report and Delinquent Accounts. The accounts receivable account has made a verbal payment plan agreement to pay the account in full within a year. The Board reviewed the delinquent list. Accounts #1-4 have made a verbal payment plan agreement. Account #5 has received a shut-off notice and has not paid or contacted the District and will have water service shut-off. Account #6 is making payments as per written payment plan.

e. Enforcing Rules and Regulations

Meeting attendees inquired about enforcing rules and regulations, specifically regarding unused connections and whether they would be able to purchase an unused connection. Patrick explained that the new rules and regulations state that new connections must be used within six months of approval, but that some connections have remained unused for several years. Patrick explained that a water connection is tied to the property it was approved for and can not be sold to another property. He also explained that the Board does not intend to take back those connections, but to adhere to the rules and regulations by ensuring that new connections are used within six months of approval. Additionally, Mike Thomas explained that the location of the property in question is in an identified low flow zone, which is the bigger issue with the gravity fed system than the number of connections in the District. Patrick Gilbert mentioned he is waiting to hear back from the attorney on a question regarding whether a detached mother-in-law apartment can be on the same water connection as the main home. He identified another water user who will be sent a letter regarding enforcing rules and regulations.

V. Next Meeting, December 17, 2025, 7pm at the Franklin County Ambulance Building.

VI. Adjournment

Patrick Gilbert made the motion to adjourn the meeting, Mike Thomas seconded the motion, and the meeting was adjourned at 8:05pm.

Minutes Submitted by: Britny Field

Minutes Approved by:  

Seconded by: 

Behalf of

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Mike Thomas