



Bona Vista Water Improvement District

2020 West 1300 North, Farr West, Utah 84404

Phone (801) 621-0474 Fax (801) 621-0475

**Agenda for Board of Directors Meeting
Scheduled for Monday, March 31, 2025
To be held at the District's Office at 2:00 p.m.**

1. Call the meeting to order – *Chairman Stratford*.
2. Approve the meeting minutes from February 24, 2025 – *Chairman Stratford*.
3. Introduction of new Administrative Manager and accounting updates – *Shauna Gilchrist*.
4. Discussion and motion on the check register for February 2025. – *Shauna Gilchrist*
 - a. Additional documentation for reference included:
 - i. Reference no.1: January check register
 - ii. Reference no. 1.1: Marriott Slaterville City billing report
 - iii. Reference no. 2: March check register
5. Introduction of new Assistant Manager and updates – *Kenny Hefflefinger*.
6. Update on Hot Springs Tank and Shop Well – *Matt Fox*.
7. Water Report – *Matt Fox*.
8. Motion to enter a closed meeting to discuss the character, professional competence, or physical or mental health of an individual. – *Chairman Stratford*
9. Motion to resume the public meeting – *Chairman Stratford*
10. Training of Utah Open Public Meetings Act – *Chris Crocket*
11. Staff and Board Comments.
12. Adjourn.

Join Zoom Meeting

<https://us02web.zoom.us/j/85980834252>

Meeting ID 859 8083 4252



Bona Vista Water Improvement District

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE BONA VISTA WATER IMPROVEMENT DISTRICT HELD MONDAY, FEBRUARY 24, 2025, AT THE DISTRICT OFFICE.

BOARD MEMBERS PRESENT:

Mayor Ken Phippen, Vice Chairman
Ron Stratford, Chairman
Mayor Michelle Tait
Mayor Scott Van Leeuwen

STAFF MEMBERS PRESENT:

Matt Fox, General Manager
Chris Crockett, Attorney
Jeannine Ortberg – Billing Clerk

ELECTRONIC ATTENDANCE:

Mayor John Beesley

EXCUSED:

1. The meeting was called to order at 2:06 pm by Ron Stratford, Chairman.
2. Mayor Tait made a motion to approve the minutes from the board of trustees meeting held on January 25, 2025. Mayor Phippen seconded the motion. Trustees Beesley, Phippen, Stratford, Tait and Van Leeuwen voted aye. The motion carried.
3. The check register for January 2025 was discussed.
 - a. Mayor Van Leeuwen made a motion to approve the check register for January 2025. Mayor Tait seconded the motion. Trustees Beesley, Phippen, Stratford, Van Leeuwen, and Tait voted aye. The motion carried.
4. Matt Fox gave an update on the Hot Springs Tank and the Well. He stated that they have blasted twice at the tank and have discovered geothermal and water. A geothermal technician came out to inspect the site. Matt Fox suggested continuing excavating. Matt Fox stated he is working with the engineers on the well to drill down 1000 feet to test for water quality and quantity.
5. Matt Fox gave an update on the water report. The District has been experiencing dirty water from our Ogden City water source. Matt stated the water is safe. Additional water sampling and flushing have been implemented.
6. The Administrative Manager position was discussed. Matt Fox informed the board that he had received five applications for the Administrative Manager position. Matt Fox has asked Mayor Tait to assist with interviews.
 - a. Ron Stratford inquired about Marci Doolan working for the District as a 1099 employee. Matt Fox relayed that Marci Doolan has decided against the 1099 work. Chris Crockett inquired about the transition and if we had the necessary resources. Matt Fox stated they are figuring it out. Discussion on outsourcing HR was addressed. Chris Crockett stated that an RFP may be needed, or an option may be to piggyback with Uinta Highland or Taylor West Weber.

7. Discussion was held on fire hydrant rentals. Matt Fox informed the board that the cost for each meter is about \$2500.00. Matt Fox would like to implement a refundable deposit to cover the cost of the meters. Mayor Beesley stated that residents rent hydrant meters to fill swimming pools. He stated that a lower rate would have to be discussed.
8. Staff and board member comments:
 - a. Mayor Tate: The District has been served well by Marci Doolan and we will miss her.
 - b. Mayor Phippen: Ogden Cycle Association reached out to him regarding the decision from the last meeting. They are looking at options. Matt Fox suggested a fire hydrant on the north side of 4000 North in the park strip.
 - c. Mayor Beesley: Thank you to the staff and Marci Doolan for all her service.
 - d. Mayor Van Leeuwen: Thank you to Marci Doolan for her professionalism and recognized her hard work.
 - e. Ron Stratford: Ditto to those sentiments.
9. Mayor Phippen made a motion to adjourn the meeting. Mayor Tait seconded the motion. Trustees Phippen, Stratford, Tait, Van Leeuwen and Beesley voted aye. The motion carried.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
02/25	02/15/2025	15459	6254	American Maintenance	690.00
02/25	02/15/2025	15460	4585	Blue Stakes of Utah 811	651.69
02/25	02/15/2025	15461	1058	Boman Kemp	105.19
02/25	02/15/2025	15462	1360	CAL RANCH STORE	71.93
02/25	02/15/2025	15463	5640	CHILD RICHARDS CPAS & ADVISORS	4,685.00
02/25	02/15/2025	15464	6169	Comcast	497.90
02/25	02/15/2025	15465	6260	CORE & MAIN	6,008.55
02/25	02/15/2025	15466	6256	Enbridge Gas	725.71
02/25	02/15/2025	15467	1922	Freedom Mailing Services	3,585.28
02/25	02/15/2025	15468	1812	LGG Industrial, Inc.	324.52
02/25	02/15/2025	15469	6329	Magna5 MS LLC	1,146.35
02/25	02/15/2025	15470	2960	Randy Marriott Construction	251,330.30
02/25	02/15/2025	15471	3265	MOUNTAINLAND SUPPLY COMPANY	106.85
02/25	02/15/2025	15472	4358	Robinson Waste Services	86.54
02/25	02/15/2025	15473	6278	Rockwell Supply, Inc.	1,370.00
02/25	02/15/2025	15474	6317	UniFirst Corporation	391.63
02/25	02/15/2025	15475	4910	UPPER CASE PRINTING	1,034.55
02/25	02/15/2025	15476	6334	U.S. Bank Equipment Finance	175.59
02/25	02/15/2025	15477	6119	Nilson Homes	95.87
02/25	02/15/2025	15478	6119	McFarland Homes	11.01
02/25	02/15/2025	15479	6119	Creations Holdings LLC	158.23
02/25	02/15/2025	15480	6119	Maygan Slatter	89.12
02/25	02/15/2025	15481	5441	Weber Basin Water Quality	1,148.00
Grand Totals:					274,489.81

Reference #1.0

BONA VISTA WATER DISTRICT

Check Register - MD - Check Register for Board Meeting

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Check Issue Dates: 1/1/2025 - 1/31/2025

Mar 28, 2025 11:24AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
01/25	01/01/2025	15394	3681	OGDEN CITY WATER	505,941.25
01/25	01/01/2025	15395	6317	UniFirst Corporation	199.39
01/25	01/01/2025	15396	5440	Weber Basin Water Conservancy District	1,282,329.12
01/25	01/15/2025	15409	1060	BONA VISTA WATER DISTRICT	2,000.00
01/25	01/15/2025	15410	6318	Chemtech-Ford, Inc.	1,100.00
01/25	01/15/2025	15411	6169	Comcast	497.90
01/25	01/15/2025	15412	6260	CORE & MAIN	13,332.02
01/25	01/15/2025	15413	1720	DENCO SECURITY	294.96
01/25	01/15/2025	15414	1961	Granite Construction Company	1,358.50
01/25	01/15/2025	15415	2610	Griffin Fast Lube, LLC.	105.75
01/25	01/15/2025	15416	6329	Magna5 MS LLC	1,146.35
01/25	01/15/2025	15417	2960	Randy Marriott Construction	138,276.74
01/25	01/15/2025	15418	3042	METERWORKS, INC.	134,692.00
01/25	01/15/2025	15419	3265	MOUNTAINLAND SUPPLY COMPANY	312.98
01/25	01/15/2025	15420	3500	Office Depot	125.83
01/25	01/15/2025	15421	3782	Ogden Litho Inc.	429.30
01/25	01/15/2025	15422	4041	Public Employees Health Program	348.57
01/25	01/15/2025	15423	4041	Public Employees Health Program	16,293.40
01/25	01/15/2025	15424	4358	Robinson Waste Services	86.19
01/25	01/15/2025	15425	6317	UniFirst Corporation	389.86
01/25	01/15/2025	15426	5441	Weber Basin Water Quality	612.00
01/25	01/15/2025	15427	6293	Weber County Recorder	150.00
01/25	01/31/2025	15433	1005	Aflac	197.08
01/25	01/31/2025	15434	1056	Bank of Utah / Cardmember Service	2,826.54
01/25	01/31/2025	15435	1360	CAL RANCH STORE	34.39
01/25	01/31/2025	15436	1440	Central Weber Sewer Improvement District	24,959.17
01/25	01/31/2025	15437	6252	COMMERCIAL TIRE	160.95
01/25	01/31/2025	15438	6260	CORE & MAIN	855.65
01/25	01/31/2025	15439	6292	Christopher K. Crockett	1,000.00
01/25	01/31/2025	15440	1855	Farr West City	170,026.31
01/25	01/31/2025	15441	1922	Freedom Mailing Services	193.98
01/25	01/31/2025	15442	2080	Harrisville City	168,131.89
01/25	01/31/2025	15443	2225	HOME DEPOT CRC	1,088.54
01/25	01/31/2025	15444	6224	Les Olson IT	225.06
01/25	01/31/2025	15445	2961	Marriott - Satterthwaite Rock Products	849.42
01/25	01/31/2025	15446	6268	MARRIOTT-SLATERVILLE CITY	55,501.81
01/25	01/31/2025	15447	4200	Plain City	171,660.35
01/25	01/31/2025	15448	5080	Rocky Mountain Power	3,826.74
01/25	01/31/2025	15449	4499	Shred-It / Stericycle, Inc.	89.84
01/25	01/31/2025	15450	6277	SJE INC.	630.00
01/25	01/31/2025	15451	5405	SUNBELT RENTALS	469.07
01/25	01/31/2025	15452	6221	T & L TELECOM CONSTRUCTION INC.	5,800.00
01/25	01/31/2025	15453	6317	UniFirst Corporation	349.04
Grand Totals:					2,708,897.94

WJ

Reference #1.1

BONA VISTA WATER IMP DISTRICT

Transaction Allocation by Service Report - Breakdowns
Report Dates: 01/01/2025 - 01/31/2025

Report Criteria:
Types Selected: Payments, Contract Adjustments, Contract Billings, Reallocations
Summarized by Service Category
Group Code: Group Code = "6", "6cw"

Amount	Water CWS	Sewer ADD CAN	Garb	St Lt	Hydnt	Recyc	Drain	Ensr	Pnly	Maint	Late Fee	Misc
Grand Totals:	31,669.77-	18,282.95-	16,576.35-	-	461.69-	3,972.74-	20,448.84-	10,157.15-	67.46-	3,885.04-	158.86-	-
105,680.85												

66,601.91

Reference #2

BONA VISTA WATER DISTRICT

Check Register - MD - Check Register for Board Meeting
Check Issue Dates: 3/1/2025 - 3/31/2025

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Mar 28, 2025 11:21AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
03/25	03/04/2025	15482	1005	Aflac	197.08
03/25	03/04/2025	15483	6343	Energy Management Corporation	88,109.00
03/25	03/04/2025	15484	1922	Freedom Mailing Services	237.71
03/25	03/04/2025	15485	1931	GATEWAY MAPPING INC.	596.50
03/25	03/04/2025	15486	2610	Griffin Fast Lube, LLC.	141.29
03/25	03/04/2025	15487	2040	HACH COMPANY	641.20
03/25	03/04/2025	15488	6237	Herrick Industrial Supply	800.20
03/25	03/04/2025	15489	2225	HOME DEPOT CRC	96.60
03/25	03/04/2025	15490	6267	IMMENSE IMPACT, LLC.	715.00
03/25	03/04/2025	15491	6114	JUB ENGINEERS, INC.	25,377.73
03/25	03/04/2025	15492	6224	Les Olson IT	99.00
03/25	03/04/2025	15493	1812	LGG Industrial, Inc.	237.50
03/25	03/04/2025	15494	6119	Facer Excavation	.00 V
03/25	03/04/2025	15495	5080	Rocky Mountain Power	3,109.32
03/25	03/04/2025	15496	6317	UniFirst Corporation	352.51
03/25	03/04/2025	15497	6334	U.S. Bank Equipment Finance	175.59
03/25	03/05/2025	15498	1056	Bank of Utah / Cardmember Service	1,245.84
03/25	03/05/2025	15499	4585	Blue Stakes of Utah 811	746.41
03/25	03/05/2025	15500	6326	Blueline Services	50.00
03/25	03/05/2025	15501	1440	Central Weber Sewer Improvement District	24,303.39
03/25	03/05/2025	15502	1855	Farr West City	166,494.30
03/25	03/05/2025	15503	2080	Harrisville City	164,844.25
03/25	03/05/2025	15504	6085	INTERMOUNTAIN WORK MED	15.00
03/25	03/05/2025	15505	6224	Les Olson IT	224.90
03/25	03/05/2025	15506	6268	MARRIOTT-SLATERVILLE CITY	56,126.14
03/25	03/05/2025	15507	6119	North Ogden Real Estate LLC	31.78
03/25	03/05/2025	15508	4200	Plain City	170,127.48
03/25	03/05/2025	15509	6327	Rich Fastener & Supply	470.30
03/25	03/05/2025	15510	6278	Rockwell Supply, Inc.	10,764.00
03/25	03/17/2025	15511	6254	American Maintenance	345.00
03/25	03/17/2025	15512	1058	Boman Kemp	110.00
03/25	03/17/2025	15513	5640	CHILD RICHARDS CPAS & ADVISORS	4,235.00
03/25	03/17/2025	15514	6169	Comcast	497.90
03/25	03/17/2025	15515	6260	CORE & MAIN	392.28
03/25	03/17/2025	15516	1720	DENCO SECURITY	45.00
03/25	03/17/2025	15517	6256	Enbridge Gas	573.41
03/25	03/17/2025	15518	1922	Freedom Mailing Services	3,574.40
03/25	03/17/2025	15519	2610	Griffin Fast Lube, LLC.	247.07
03/25	03/17/2025	15520	6348	KEITH'S TESTING	1,200.00
03/25	03/17/2025	15521	6329	Magna5 MS LLC	1,146.35
03/25	03/17/2025	15522	2961	Marriott - Satterthwaite Rock Products	403.10
03/25	03/17/2025	15523	3265	MOUNTAINLAND SUPPLY COMPANY	1,630.31
03/25	03/17/2025	15524	4499	Shred-It / Stericycle, Inc.	95.71
03/25	03/17/2025	15525	6317	UniFirst Corporation	409.77
03/25	03/17/2025	15526	5200	Utah Water Users Association	200.00
03/25	03/17/2025	15527	6119	CASTLE CREEK HOMES	41.29
03/25	03/17/2025	15528	5441	Weber Basin Water Quality	840.00
03/25	03/17/2025	15529	6303	Wheeler Machinery Co.	323.37
03/25	03/21/2025	15530	4642	Fleet Operations - Fuel Network	3,995.42
03/25	03/27/2025	15531	2960	MARRIOTT CONSTRUCTION	87,829.71
Grand Totals:					824,465.11



WATER USE REPORT

Summary of January 2025				
	2022	2023	2024	2025
Weber Basin	171	237	208	208
Ogden City	131	126	112	153
Farr West Well	0	0	0	0
North Ogden	8	0	17	16
Total A.F.:	310	363	337	377

Weber Basin Water Conservancy District								
	3180 A.F.		3786 A.F.		3786 A.F.		3786 A.F.	
MONTH	2022		2023		2024		2025	
	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS
January	171	55,598,000	237	77,070,000	208	67,645,000	208	67,722,000
February	186	60,506,000	189	61,739,000	210	68,481,000	215	70,174,000
March	218	71,001,000	202	65,660,000	252	81,977,000		
April	207	67,343,000	213	69,432,000	192	62,616,000		
May	232	75,590,000	269	87,562,000	214	69,722,000		
June	231	75,199,000	390	127,099,000	314	102,224,000		
July	336	109,565,000	410	133,664,000	425	138,470,000		
August	375	122,140,000	498	162,435,000	384	125,013,000		
September	337	109,948,000	395	128,808,000	388	126,551,000		
October	294	95,838,000	297	96,710,000	320	104,164,000		
November	222	72,551,000	200	65,330,000	224	73,143,000		
December	217	70,913,000	237	77,110,000	229	745,130,000		
TOTAL	3025	986,192,000	3537	1,152,619,000	3359	1,765,136,000	423	137,896,000
% of Contracted Water Used:	80%		93%		89%		11%	

Ogden City								
	1451 A.F.		1451 A.F.		1451 A.F.		1451 A.F.	
MONTH	2022		2023		2024		2025	
	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS	A.F.	GALLONS
January	92	29,860,630	131	42,729,390	126	41,259,000	153	49,867,377
February	88	28,625,250	158	51,526,800	140	45,559,000	158	51,412,924
March	100	32,581,120	118	38,339,000	135	43,909,000		
April	143	46,608,000	109	35,388,330	158	51,428,000		
May	135	44,071,820	61	19,929,670	183	59,614,000		
June	129	42,087,950	103	33,435,000	114	37,300,000		
July	103	33,464,890	70	22,854,000	134	23,623,000		
August	48	15,666,455	60	19,546,000	46	15,049,000		
September	38	12,504,885	82	26,677,000	53	17,312,000		
October	82	26,732,000	90	29,384,000	88	28,829,000		
November	111	36,021,000	79	25,615,000	154	50,128,000		
December	151	49,288,810	99	32,273,000	88	28,638,000		
TOTAL	1220	397,512,810	1159	377,697,190	1419	442,648,000	311	101,280,301
% of Contracted Water Used:	84%		80%		98%		21%	

Farr West Well								
1291 A.F.			1291 A.F.		1291 A.F.		1291 A.F.	
MONTH	2022 A.F.	GALLONS	2023 A.F.	GALLONS	2024 A.F.	GALLONS	2025 A.F.	GALLONS
January	0	0	0	0	0	0	0	
February	0	0	0	0	0	0	0	
March	0	0	0	0	0	0		
April	21	6,861,000	0	0	126	41,033,114		
May	132	43,039,000	0	0	98	32,056,738		
June	113	36,725,700	0	0	100	32,460,933		
July	109	35,641,000	0	0	99	32,275,713		
August	105	34,114,600	0	0	87	28,266,948		
September	41	13,409,200	0	0	44	14,260,302		
October	0	0	0	0	0	0		
November	0	0	0	0	0	0		
December	0	0	0	0	0	9,280		
TOTAL	521	169,790,500	0	0	553	180,363,028	0	0
% of Contracted Water Used:	40%		0%		43%		0%	

North Ogden Spring								
241 A.F.			241 A.F.		241 A.F.		241 A.F.	
MONTH	2022 A.F.	GALLONS	2023 A.F.	GALLONS	2024 A.F.	GALLONS	2025 A.F.	GALLONS
January	8	2,768,000	0	0	17	5,540,000	16	5,116,000
February	0	0	0	0	0	0	2	645,000
March	17	5,682,000	13	4,180,000	0	0		
April	0	0	0	0	0	0		
May	15	4,864,000	5	1,584,000	24	7,823,000		
June	9	2,982,000	39	12,634,000	32	10,481,000		
July	11	3,600,000	22	7,263,000	27	8,670,000		
August	9	3,070,000	21	6,742,000	22	7,214,000		
September	8	2,553,000	19	6,182,000	16	5,286,000		
October	7	2,328,000	15	4,986,000	16	5,190,000		
November	9	3,040,000	18	5,946,000	16	5,280,000		
December	7	2,214,000	9	2,776,000	11	3,274,000		
TOTAL	101	33,101,000	160	52,293,000	181	58,758,000	18	5,761,000
% of Contracted Water Used:	42%		67%		75%		8%	

Year-to-Date Summary in Acre Feet	
Available:	6770
Used:	377
Remaining:	94%