

Jun 16, 2025 Board Meeting Minutes

Green Hills Country Estates Water & Sewer District [PBA the District]

7:00 p.m. via Zoom or in Person @ Huntsville Library

Board members present: Gary Hebert, Greg Liddell, Natalie Davenport

District members present: Glen Johnson, Tina Yagla

Others in attendance: Diane O'Connell, Thom Summers

Call to Order

- **President Gary Hebert called the meeting to order.**

Approval of May 2025, Monthly Board Meeting Minutes

- **Motion:** Natalie Davenport moved to approve the May 2025, monthly board meeting minutes.
- **Second:** William Liddell
- **Vote:**
 - Gary Hebert: Aye
 - William Liddell: Aye
 - Natalie Davenport: Aye
- **Outcome:** Motion passed by majority vote.

Approval of May 2025 Monthly Disbursements

Diane provided a detailed overview of the May 2025 monthly disbursements:

The disbursements for May cover work performed in April. Contractors for the district are now paid on the 1st of the month. Disbursements included:

- Bottled water reimbursement for a customer (Check #872).
- Payment to the general manager through Diamanus Water technologies (\$41.66) (Check #873).
- Credit card payments for Monthly Qbo (\$70.50), Drive online storage (\$2.15), and a battery backup purchase (\$99).
- HOA easement recording for the Maple treatment plant (\$42).
- Rocky Mountain Power electric bill for a well pump (\$46.83).
- Water testing (\$98) through Weber Basin (Check #874).
- February testing for gross Alpha and Beta to Chemtech forward (\$475) (Check #875).
- Payment for board administrative support (Tess's April hours) (Check #876), reviewed and approved by the Board President.
- Legal work related to easements by Denton and Durham (\$168) (Check #877).
- Final disbursement to Rocky Mountain Power for a well pump electric bill (\$226 and change).

Discussion on Bottled Water Reimbursement Policy: Tina Yagla raised concerns about the ongoing bottled water reimbursement policy, believing it was temporary after a water main break in January/February. It was clarified that the policy was put in place in January 2024 as a "goodwill gesture" by the board and is a month-to-month policy with no stated limits on usage. The policy is expected to end once the water treatment plant is online. The board can look into removing the policy at that time.

A motion to approve the May 2025 disbursements was made by Natalie Davenport and seconded. Gary, Greg and Natalie Davenport voted "Aye".

- **Outcome:** Motion passed by majority vote.

Treatment Plant Update

- Footings for the treatment plant were poured last Friday and stripped today.
- Wasatch Civil is laying out corners for the foundation today to begin setting forms for foundation walls, which will take 3-4 days.
- A concrete pour is hoped for by the end of this week or early next week.
- Progress is being made on the filter plant, and delays are hoped to be minimal going forward, with a target fall completion date.
- The HOA board reached out regarding road damage caused by a broken main. The damage can be repaired at minimal cost by shoring the road and adding a road base under the concrete collar on the valve. An estimate for the repair will be provided by Thom.

Leak Investigation

- Thom traced 2 areas of concern where we thought leaks on the system were occurring. After investigating it was determined to just be ground water from spring runoff.

Amended Grant Agreement and SRF Loan:

- Natalie Davenport initiated the discussion regarding an updated grant agreement and SRF loan from the State, noting that Heather Petit from the State had sent the documents.
- The State board met last Tuesday to approve an update to the grant agreement and SRF loan, extending the amount the district can borrow.
- This extension provides flexibility for cost overruns due to delays and allows for the inclusion of cellular meters in the construction, enabling instant meter reads.
- The board needs to approve the signing of these updated terms.

Financial Details and Justification for Loan Extension:

- The original loan from May 16, 2023, was for \$2 million with \$1.1 million in principal forgiveness.

- On June 24, the funding increased to \$3.3 million total construction loan for 30 years at 1% interest, with \$2.1 million in principal forgiveness.
- An additional \$728,000 has been authorized with 100% principal forgiveness from emergent contaminant, small, disadvantaged community funds.
- The State has been instrumental in providing additional funds and structuring them as grants.
- Gary Hebert clarified that the extended funding amounts are "not to exceed ceilings," and the district is not obligated to use the entire amount if not necessary, to avoid raising rates.
- Delays and design changes (due to a geotech survey) have led to cost escalation, which necessitated the increased loan amount. Specifically, moving water and electrical lines due to a building setback caused an unbudgeted change order.
- Aqua Engineering, the construction management firm, provided rough estimates to the State to secure these additional funds, as waiting until the next State meeting in September could have halted construction due if funds were depleted.

Board Action:

- **Motion:** Natalie Davenport made a motion to approve the signing of the new terms and conditions for the amended grant agreement and SRF loan to be sent back to the State.
- **Seconded:** The motion was seconded.
- **Vote:** Gary Hebert voted "Aye." Greg voted "Aye." Natalie Davenport voted "Aye." The motion passed.

Next Steps:

- The board will meet with Aqua Engineering within the next two weeks to get a clearer picture of how these funds will be used.
- A full update on the financial implications will be provided at the next board meeting.

Meeting Adjournment:

- Natalie Davenport moved to adjourn the meeting.
- The motion was seconded.
- Gary Hebert voted "Aye." Natalie Davenport voted "Aye." The meeting was adjourned.

Reviewer	Status	Notes
Treasurer Green Hills	Approved ▾	
Greenhills Water	Approved ▾	
Gary Hebert	Approved ▾	
Secretary GreenHills	Not started ▾	

