UNAPPROVED

MINUTES OF THE
HEBER VALLEY SPECIAL SERVICE DISTRICT
OCTOBER 09, 2025 – 4:00PM

PRESENT:	Heidi Franco	Chair
	Celeste Johnson	Vice Chair
	Brenda Christensen	Board Member
	Colleen Bonner	Board Member (arrived at 4:01 p.m.)
	Don Huggard	Board Member
	Mike Johnston	Board Member
	Yvonne Barney	Board Member
ALSO PRESENT:	James Goodley	General Manager
	Bryan Provost	HVSSD (online participation)
	Eliza McGaha	Secretary
	Rusty Harris	HVSSD
	Trent Davis	HVSSD
	Wes Johnson	Midway City

Conducting: Board Chair, Heidi Franco
Agenda Items:

1. **Public Comment:** This is the public's opportunity to comment on items not on the agenda.
2. **Entity Updates:** From HVSSD Member Entities
3. **Committee Updates:** From HVSSD Committees
4. **Consent Agenda:**
   a. Balance Sheet September 2025
   b. Bank Reconciliation September 2025
   c. P&L September 2025
   d. PTIF General Fund September 2025
   e. PTIF Impact Fee September 2025
   f. September 2025 Warrant list approval
   g. September 2025 YTD Budget
   h. September 2025 Board Meeting Minutes
   i. Headworks Project – Pay Request #5
5. **Lagoon Dredging Project – Bid Award** – Motion to Approve (Jim Goodley – 20 min)
6. **2026 Tentative Budget Review** (Jim Goodley – 30 mins)
7. **Rate Study Update** (Jim Goodley – 30 mins)
8. **Asset Management Plan – Progress Update** (Jim Goodley – 15 mins)
9. **Manager's Report** (Jim Goodley – 30 mins)
10. **Closed Session** (Optional) – a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-205 and/or discuss personnel items
11. **Adjourn**

Heidi Franco called the meeting to order at 4:00 p.m.

1. Public Comment: This is the public's opportunity to comment on items not on the agenda
There was no comment from the public.

2. Entity Updates: From HVSSD Member Entities
Midway Mayor, Celeste Johnson, said their City Council approved language for the use of a will serve letter to be added into their requirements for a building permit. James Goodley commented that the district is obligated to serve within the current boundaries which include Midway Sanitation District and Heber City. If we cannot serve the service area, a building moratorium would need to be put in place. Mayor Johnson said MSD and Heber City should submit their current boundaries, with the current zoning, to HVSSD. Charleston Town Mayor, Brenda Christensen, said that Charleston would eventually need to connect to sewer. All three entities need to submit boundary maps with ERUs to the district. Mr. Goodley said continuation of this discussion should be placed on the agenda or placed in a committee.

3. Committee Updates: From HVSSD Committees
Representatives from the Personnel Committee, Brenda Christensen, Colleen Bonner and Yvonne Barney, said the personnel policy is ready to present to the board.

4. Consent Agenda:
a. Balance Sheet September 2025
b. ~~Bank Reconciliation September 2025~~
c. P&L September 2025
d. ~~PTIF General Fund September 2025~~
e. ~~PTIF Impact Fee September 2025~~
f. September 2025 Warrant list approval
g. ~~September 2025 YTD Budget~~
h. September 2025 Board Meeting Minutes
i. Headworks Project – Pay Request #5

PENDING

Heidi Franco read the items listed in the consent agenda noting that the bank reconciliation, PTIF general and impact fee reports, and the YTD budget all for September 2025 were not available for review and would not be voted on.

MOTION: A motion to approve the consent agenda as per the description that Heidi Franco gave was made by Colleen Bonner, seconded by Don Huggard. Brenda Christensen and Don Huggard abstained from the vote regarding the minutes since they were not present at that meeting. The motion carried with the following vote:

YES: Colleen Bonner, Yvonne Barney, Celeste Johnson, Heidi Franco, Mike Johnston
NO: None
ABSTAIN: Brenda Christensen, Don Huggard (minutes only)
ABSENT: None

MOTION: A motion to amend her motion for the consent agenda to vote on the minutes only was made by Colleen Bonner, seconded by Don Huggard. Brenda Christensen and Don Huggard abstained from the vote regarding the minutes since they were not present at that meeting. The motion carried with the following vote:

YES: Colleen Bonner, Yvonne Barney, Celeste Johnson, Heidi Franco, Mike Johnston
NO: None
ABSTAIN: Brenda Christensen, Don Huggard
ABSENT: None

MOTION: A motion to approve the warrant list in the amount stated by Heidi Franco gave was made by Yvonne Barney, seconded by Don Huggard. The motion carried with the following vote:

YES: Colleen Bonner, Yvonne Barney, Celeste Johnson, Don Huggard, Heidi Franco, Brenda Christensen, Mike Johnston
NO: None
ABSTAIN: None
ABSENT: None

5. Lagoon Dredging Project – Bid Award – Motion to Approve (Jim Goodley – 20 min)

MOTION: A motion to award the bid to American Process Group in the amount of $4,530,518.97 was made by Celeste Johnson, seconded by Brenda Christensen. The motion carried with the following vote:

YES: Colleen Bonner, Yvonne Barney, Celeste Johnson, Don Huggard, Heidi Franco, Brenda Christensen, Mike Johnston
NO: None
ABSTAIN: None
ABSENT: None

6. 2026 Tentative Budget Review (Jim Goodley – 30 mins)
Mr. Goodley reviewed the tentative budget. He said he is projecting significant increases in operating expenses. Total plant expenses have gone up by 20 – 21 percent. There were not many increases in the farm other than repairs and maintenance, and insurance went up. Expenses continue to outpace income.

A member of the public in attendance, Shawn Taylor, commented that he was leaving the meeting but logged in online to continue to listen but there was no sound. The microphone for the meeting was on mute. The microphone was unmuted, and the rest of the meeting had sound at the 1:25:45 mark on the recording.

7. Rate Study Update (Jim Goodley – 30 mins)
Mr. Goodley reviewed the updates in the rate study.

Celeste Johnson left the meeting at 5:53 p.m.

8. Asset Management Plan – Progress Update (Jim Goodley – 15 mins)
Mr. Goodley gave a progress update on the asset management plan.

9. Manager's Report (Jim Goodley – 30 mins)
Mr. Goodley presented his manager's report.

10. Closed Session: (Optional)– a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-20510.Adjourn

MOTION: A motion to move into a closed session was made by Colleen Bonner, seconded by Brenda Christensen. The motion carried with the following vote:

YES: Colleen Bonner, Yvonne Barney, Don Huggard, Heidi Franco, Brenda Christensen, Mike Johnston
NO: None
ABSTAIN: None
ABSENT: Celeste Johnson

The board moved out of the regular meeting and into a closed session at 6:43 p.m.

PENDING

Colleen Bonner left the meeting during closed session at 6:57 p.m.

Brenda Christensen left the meeting during closed session at 7:04 p.m.

The board moved back into the regular meeting at 7:40 p.m.

11. Adjourn:

MOTION: A motion to adjourn was made by Yvonne Barney, seconded by Mike Johnston. The motion carried with the following vote:

YES: Yvonne Barney, Don Huggard, Heidi Franco, Mike Johnston
NO: None
ABSTAIN: None
ABSENT: Celeste Johnson, Colleen Bonner, Brenda Christensen,

The meeting was adjourned at 7:40 p.m.

APPROVED on this _____ day of _____, 2025.

_____ _____
Heidi Franco, Chair Eliza McGaha, Secretary

PENDING