

PRICE RIVER WATER IMPROVEMENT DISTRICT

November 4, 2025

A regular meeting of the Board of Trustees of the Price River Water Improvement District was held on Tuesday, November 4, 2025 at 7:00 pm at the District's Service Center located at 265 South Fairgrounds Road, Price, Utah.

Present

Keith Cox	Jeff Richens
Rick Davis	Micha Marelli
Ed Chavez	Kiera Luke
	Chris Haycock

Excused:	Scott Jensen
	Barney Zauss

The meeting was called to order by Chairman Cox. He excused Jensen and Zauss from the meeting and noted that all other board members were present. He then welcomed all in attendance.

PLEDGE OF ALLEGIANCE

By invitation from Cox, Davis led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There were no public comments.

POSSIBLE CONFLICTS WITH AGENDA ITEMS

There were no conflicts with agenda items.

MINUTES

The minutes of the October 21, 2025 meeting were reviewed by the Board. Upon a motion by Chavez that was seconded by Davis, the minutes were approved unanimously. AYE: Chavez, Davis, and Cox.

DEPARTMENT REPORTS BY BOARD MEMBERS

Chavez shared that the Fleet Department has continued regular preventative maintenance on equipment and fleet vehicles. A hydraulic swivel leak was identified on the Cat compact excavator; a rebuild kit was ordered and repairs are expected shortly. Unit #22 was found to have a leaking transmission cooler, and parts are pending. At the East Maintenance Building, the final concrete pour for the year was completed. Interior wall framing is progressing, and electrical work has begun. Contractor items, including sewer clean-out lids, mezzanine stair cover materials, and a radiant heater repair, remain pending. Temporary air lines were installed for the new air compressor while permanent wiring and air system lines progressed. PVC wash bay panels have been delivered, and the first metal workbench has been fabricated and installed. The washer and dryer have been installed and are operational. Prices are being gathered for the welding exhaust fume system to come before the Board in a future meeting.

Davis reported that the administrative work included processing time cards and purchase orders, filing work orders and sample results, ordering parts, attending supervisor meetings, and updating drawings and descriptions of mainline leaks. Staff also assisted Chris with master meter reading, residential meter reading, and shut-off notifications. The water crew completed weekly station checks, supported work orders, installed multiple meter sets in Coal Creek, Miller Creek, and the Industrial Park, and potholed water lines at the Four-Mile Tank. Two of the meter sets required additional time due to boring under the roadway. The sewer crew performed weekly station checks, monthly

inspections, and assisted both with work orders and water crew projects. They also covered blue stakes duties during concrete work, vactored in Westwood, repaired settlement on 1950 West, and attended a blue stake meeting for the Miller Creek wash crossing. The blue stakes crew completed monthly samples and residuals, responded to emergency and daily blue stake requests for multiple cities, assisted other crews as needed, and flushed system lines to maintain proper residuals.

MANAGER'S REPORT

Richens reported that the Sanpete Water Conservancy District's request before the state office was heard in person earlier today. More information is expected in the coming days and at the upcoming conference. Smith Hartvigsen continues to represent Price City, Wellington City, Helper City, and PRWID. Both parties involved have filed for summary judgment.

Richens also revisited the audit recommendation from Doug Rasmussen regarding adjustments between the general fund and liabilities. PRWID will work through these adjustments and coordinate with legal counsel to draft a policy to support future budget changes. These changes would need to be publicly advertised in December so this year the District may adjust the funds that can be adjusted and work for policy for next December.

He concluded by reminding the board members who will be attending the UASD conference of the training schedules beginning the following day.

APPROVE ANNUAL EMPLOYEE SAFETY AWARD

Richens presented the annual safety award information, noting that employees are placed in teams and may earn \$10 per month, or \$120 annually. Due to zero accidents and no lost time this year, the total award amount District-wide is \$3,910. The team structure has been successful in maintaining motivation and safety awareness throughout the year. Davis moved to approve the \$3,910 safety award at \$10 per employee per month. Chavez seconded and the motion carried unanimously. AYE: Chavez, Davis, and Cox.

APPROVE ANNUAL EMPLOYEE CHRISTMAS BENEFIT

The board reviewed the annual employee Christmas benefit, which was previously set at \$100 per employee. Richens stated it would be helpful for employees to receive the benefit prior to Black Friday. Chavez moved to approve the \$100 Christmas benefit. Davis seconded and the motion carried unanimously. AYE: Chavez, Davis, and Cox.

APPROVE UASD ANNUAL MEMBERSHIP DUES PAYMENT

The board reviewed the annual membership dues for the Utah Association of Special Districts (UASD). Richens noted the many services UASD provides through training opportunities and limited legal support. The dues, calculated based on PRWID's total budget, are \$9,902. Chavez moved to approve the dues payment in the total amount of \$9,902. Davis seconded and the motion carried unanimously. AYE: Chavez, Davis, and Cox.

APPROVE PURCHASE OF PNEUMATIC AIR MAKE-UP AND SERVICE LINES FOR EAST MAINTENANCE BUILDING

Richens presented the request for pneumatic air system materials needed for the East Maintenance Building. Tony compared rigid and semi-rigid systems and recommended purchasing from rapidair.com, which offered the best overall solution. The total cost is \$7,246.86 and this includes shipping. Davis moved to approve the purchase in the amount of \$7,246.86. Chavez seconded and the motion carried unanimously. AYE: Chavez, Davis, and Cox.

APPROVE MATERIALS PURCHASE FOR THE CONSTRUCTION OF WALL BETWEEN BAY 2 AND BAY 3 OF EAST MAINTENANCE BUILDING

The Board reviewed material needs for a divider wall between Bay 2 and Bay 3, intended to reduce dust and noise. The wall will not be load-bearing and requires two doorways, plus a third door that will be purchased now for future use. After reviewing three bids, board members Davis and Cox requested more detailed specifications before future bids were brought forward, expressing concern that the existing documents lacked sufficient clarity. Richens offered to have staff draft specifications for board approval prior to future bid requests. Chavez moved to approve the purchase of the doors from Home Depot in the amount of \$2,989.97. Davis seconded and the motion was carried unanimously. AYE: Chavez, Davis, Cox.

Cox requested that there be verification of the fire rating on the doors. Chavez then moved to approve the purchase of R-19 insulation and lumber from Central Commission in the amount of \$6,128.36. Davis seconded and the motion carried unanimously. AYE: Chavez, Davis, and Cox.

CONTINUED 2026 BUDGET DISCUSSION

Richens reported that the budget is progressing but is not yet finalized. With more current CPI data available, projections indicate a cost-of-living increase of 2.8%-3%. Richens and Marelli ran calculations using 2.3% 2.5%, and 2.8%, noting that any option would result in wage increases of less than \$0.75 per hour with some employees also receiving a \$0.55 step increase. Revenues are tracking as expected, and the team is identifying areas where budgets can be trimmed or reallocated. Richens anticipates additional updates by the next meeting or, if necessary, at the first meeting in December. He estimates that approximately 80% of the work toward a balanced budget is complete.

CLOSED SESSION

There was no need for a closed session.

UNFINISHED BUSINESS

Davis requested clarification regarding why Sanpete Water Conservancy District Water Right 91-132 is not perfected. Richens explained issues related to perfecting a water right; how and where this needs to happen. Davis confirmed his understanding that the Sanpete County right in question was never perfected.

With no further business at that point, the meeting was adjourned by a motion from Chavez and was seconded by Davis at 8:07pm


Keith Cox, Chairman


Kim Wood, Clerk