

PRICE RIVER WATER IMPROVEMENT DISTRICT

November 18, 2025

A regular meeting of the Board of Trustees of the Price River Water Improvement District was held on Tuesday, November 18, 2025 at 7:00 pm at the District's Service Center located at 265 South Fairgrounds Road, Price, Utah.

Present

Keith Cox	Jeff Richens	Chris Haycock
Rick Davis	Micha Marrelli	Jason Frandsen (Intermountain Electronics)
Ed Chavez	Kiera Luke	
Scott Jensen	Ross Bryner	
Barney Zauss	Michael Clark (Keller Associates)	

The meeting was called to order by Chairman Cox. He noted that all board members were present. He then welcomed all in attendance at the meeting.

PLEDGE OF ALLEGIANCE

By invitation from Cox, Davis led all in attendance in 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 November 4, 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, Cox, Jensen, and Zauss.

DEPARTMENT REPORTS BY BOARD MEMBERS

Zauss shared that the Water Treatment Plant continues to receive 600 GPM from Price City. They are working weekday day and swing shifts with an 8-hour day shift on weekends. Staff have been addressing an issue with one of the backwash pumps, which would not start consistently and would only shut off by turning off at the disconnect. Electrical contractor Boe Jensen has inspected the unit and is ordering the necessary controller parts. Helper City contacted us regarding their upcoming water line crossing at the railroad tracks and inquired about received water during that work. They anticipate needing 180-200 GPM. With current winter demand, we can meet that request without concern. Winterization projects are ongoing throughout the plant. Two heaters were identified for replacement - one original to 1987 in the diversion building, and another that can be repaired using salvaged components. Sprinkler lines have also been blown out for the season. A new wind sock was installed on the radio tower, replacing the deteriorated one, and ensuring compliance with risk-management visibility requirements in the event of a chlorine leak. Additionally, John Singleton visited the plant to restore communication with the backwash tank, update the SCADA computer, and replace the UPS batteries that support the system.

Jensen reported that over the past few weeks the staff at the Wastewater Treatment Plant have continued collecting samples for the state COVID-19 and measles monitoring study. When weather allows, crews have been cleaning the sludge from the East Facultative Sludge Basin. In addition, the west Facultative Sludge Basin is being pumped out to the farm field. Winterization efforts are also underway as equipment throughout the plant is prepared for colder conditions.

Chavez shared that the Fleet Department continued routine preventive maintenance on trucks and equipment. The Cat Compact Excavator received a rebuilt hydraulic swivel, new hydraulic oil and filter, and was tested and returned to service. Unit #22 was found to have leaking transmission cooler lines during an oil change, and repairs will be completed now that parts have arrived. Building and Grounds continued seasonal leaf cleanup across all Service Center facilities. Electrical work on the north and south interior walls is finished, and OSB installation should be completed within one to two weeks. The Bay 2-3 separation wall will be built next, and mezzanine shelving is fully assembled with most storage relocated. Contractors completed clean-out lids and mezzanine stair coverings, while temporary air lines remain in place in the East Building until permanent materials arrive. New metal work benches are being fabricated and will include a newly purchased vise. Entry level Driver Training begins December 1, with required classroom, inspection, and driving components, and will pause for the holidays before resuming January 5. The program will operate with reduced staffing during the coordinator's medical leave, and additional departmental help would be appreciated.

Davis reported that the Line Maintenance work this month included processing time cards and purchase orders, attending supervisor meetings, helping with work orders, filing sample results, and ordering parts. Staff also assisted the meter department with master meter reading, residential reads, shutoff notifications, and monthly meter reading. Updated drawings were completed for mainlines, leak locations, and associated details. The water crew completed weekly station checks, assisted with work orders, and supported other departments as needed. Their major tasks included installing meter sets at Miller Creek, Nielsen Construction, and Coal Creek, potholing water lines at the 4-Mile tank, meeting with fence contractors, and beginning the Miller Creek line crossing. They also continued work on the fairgrounds mainline vault valve replacement. The sewer crew completed weekly station checks, monthly syphon and rectifier inspections, and assisted with work orders and blue stakes coverage. They also performed vactoring and camera work in Westwood and helped with the Miller Creek crossing project. The blue stakes crew handled monthly samples, emergency and daily blue stakes, completed work orders, assisted both water and sewer crews, shut off service at a former trailer property, and began air vac inspections.

MANAGER'S REPORT

Richens reported that the district has an active sewer-related claim in Westwood that has been forwarded to the insurance company. Although homeowners believe the issue was caused by a sewer backup, PRWID's evidence indicated it was storm-drain related which is not under the District's responsibility. More information will be reported as it becomes available. He then shared that Daniel Martinez, from the Water Plant, recently passed his Grade 2 certification. Richens went on to discuss and update on the work that continues on the county's airport fire-suppression system, which will operate from a dedicated tank and line that will not connect to culinary water service. This was determined to be the most cost-effective option for the county. Lastly, he shared that progress on at the water tank fence project has been delayed due to recent weather.

INTERMOUNTAIN ELECTRONICS MEMORANDUM OF UNDERSTANDING

Jason Frandsen introduced himself and explained that Intermountain Electronics' significant growth has resulted in the need for expansion of the Lowdermilk facility. In his presentation, Frandsen showed drawings and images of their plan to mitigate the issues and come into compliance with PRWID. IE has agreed to comply with district specifications, provide as-built drawings for Phase 1, and complete deed work by June 1, 2026, with all Phase 2 plans subject to district approval. Richens reviewed the agreement that allows IE to begin operations in Building 1 while continuing work on Buildings 2 and 3. Frandsen noted that customers in the area will remain Richmar Water Company customers. PRWID will only read meters while IE will be responsible for ownership and maintenance until such time as deeds are prepared and signed. It was clarified that IE's sewer system will continue using a septic system until growth requires a tie-in at 3500 North. Frandsen also addressed an unapproved sewer line installation that occurred too close to the building, noting that IE will relocate the line and add new manholes to correct the issue. The district confirmed it will not assume ownership of lines until all specifications are met, with a target of June 1, 2026. The board accepted the explanation given for the memorandum. Davis moved to approve the memorandum. Chavez seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

APPROVE FINAL AND RETAINAGE PAYMENT TO IESEC FOR EAST MAINTENANCE BUILDING

Richens reported that the project is complete. Aside from one insulation-related change order, there is no change to the project, and now that the punch list has been fully addressed by the contractor it is time to make the final payment. PRWID crews will continue working on the remaining interior work in the building. Chavez moved to approve the final payment to IESEC in the total amount of \$127,323.42. Zauss seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

APPROVE BUSINESS OFFICE CLOSURE NOVEMBER 28, 2025

Richens explained that other department crews will still be working, and other important persons would be available to contact in case of emergency or need, but that the office itself is usually empty of customers and interactions with the public on this date. Zauss moved to approve closing the PRWID Business Office on November 28, 2025. Jensen seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

SIGNATURES FOR ELECTIONS CERTIFICATION

Board members reviewed and signed paperwork certifying the results of the recent trustee election.

APPROVE PURCHASE OF WELDING FUMES EXTRACTOR

Richens presented the proposed purchase of a welding fume extractor for the East Maintenance Building to protect employees performing welding work. The unit removes fumes at the source and improves shop safety. Chavez moved to approve the purchase from Air Cleaning Solutions for a total cost of \$4,365.00. Zauss seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

APPROVE PURCHASE OF WELDING FUMES EXTRACTOR DUCTING

A separate purchase was required for the ventilation piping, as the extractor does not include ducting. Richens clarified that this is consistent with prior discussion and the two separate agenda items with separate bids have been provided as requested by the board. Chavez moved to approve the quote from Mountainland Supply in the amount of \$991.86. Davis seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

DISCUSSION OF COST SHARING FOR WATER RIGHTS LEGAL SERVICES

Richens provided an update on the Sanpete Water Conservancy District's proposal to divert water across the mountain through a new series of canals, which goes beyond the scope of their original Gooseberry Dam water rights. A hearing previously scheduled for December 5, 2025 has been moved to January 15, 2026 and will take place in Ephraim. Richens attended a meeting with Wellington and Helper as Price City was not represented at the meeting. To prepare for potential legal costs with Smith Hartvigsen, Richens created a cost-sharing model based on water-share ownership; Helper holds 347 shares, Price 1,018, Wellington 667, and PRWID 3,410. Under this structure, Helper would pay 6.25%, Price 20%, Wellington 12% and PRWID 61.5% of legal fees. This was presented for discussion only, and Richens asked board members to share the information with their respective city's councils to determine if they wanted to remain represented as a group and if they are in agreement with the payment proposal.

DISCUSSION OF FUTURE CAPITAL FACILITIES PROJECTS

Richens reviewed the district's current capital facilities plan (2023-2027), originally developed in 2022, noting that several priorities have naturally shifted due to completed projects, changing needs, and funding timing. He highlighted projects that have been delayed, removed, or finished. The board discussed beginning the process of updating the plan. Richens will meet with supervisors to determine which needs should take priority moving forward and bring that back to the board for approval.

DISCUSSION OF WATERSHED AGREEMENT WITH PRICE RIVER WATER RESOURCES COMMITTEE AND NRCS

The board discussed the proposed Lower Elevation Reservoir project, for which Price City serves as the lead sponsor. Richens explained that, while the reservoir could increase water storage for the users in the valley, it sits below PRWID's intake and may not provide a resource nor a financial benefit to the district. Cox noted that although the project may benefit the region as a whole, its direct benefit to PRWID is unclear. Questions were raised about potential water banking opportunities, policy changes, and whether the project could modernize outdated operational constraints from the 1950s. More information is needed to evaluate the true cost and benefit. The board requested that Richens meet with Price City attorney, Eric Johnson for more information.

APPROVE ADVERTISEMENT OF 2025 BUDGET HEARING AND 2026 BUDGET APPROVAL

Richens explained that this could be held during their December 16 meeting, to which the board agreed. Jensen moved to approve advertising the public hearing for December 16, 2025 to open and amend the 2025 budget and approve the 2026 budget. Chavez seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

APPROVE EMPLOYEE CHANGE OF STATUS FROM PROBATION TO PERMANENT

A letter of recommendation was shared from Supervisor Jacob Martinez that spoke to the qualifications and necessary requirements having been met, and recommended that Nick Lancaster be moved from probationary to permanent status and receive the associated wage step increase. Jensen moved to approve changing Nick Lancaster from probationary to permanent status. Zauss seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

CONTINUE 2026 BUDGET DISCUSSION

Richens anticipates presenting a fully balanced 2026 budget at the next meeting. While depreciation expenses will not be fully covered, funds from Administration will begin replenishing liabilities and correcting account allocations to comply with audit recommendations.

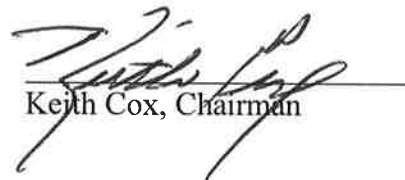
CLOSED SESSION

There was no need for a closed session.

UNFINISHED BUSINESS

Richens reminded the board of the December 9 luncheon at noon. No additional unfinished business was discussed.

With no further business at that point, Chavez moved to adjourn the at 9:30 p.m. Jensen seconded and the non-debatable motion passed. AYE: Chavez, Davis, Cox, Jensen, and Zauss.



Keith Cox, Chairman



Kim Wood, Clerk