

PRICE RIVER WATER IMPROVEMENT DISTRICT
December 2, 2025

A regular meeting of the Board of Trustees of the Price River Water Improvement District was held on Tuesday, December 2, 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 Marrelli
Ed Chavez	Kiera Luke
Scott Jensen	Chris Haycock
Barney Zauss	Zach Barnett (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 18, 2025 meeting were reviewed by the Board. Chavez moved to approve the minutes as written. Jensen seconded and the motion passed unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

DEPARTMENT REPORTS BY BOARD MEMBERS

Chavez shared that the Fleet Department continued its routine preventative maintenance on all large trucks, equipment, and vehicles, including fueling, greasing, and washing. Staff completed the trade-in process for Backhoe #3 and Backhoe #4, spending two days preparing each machine, transporting them to Spanish Fork, documenting pre- and post-trade-in conditions, and setting up the new backhoes with decals, safety equipment, and updated insurance information. Grounds crew worked at Service Center location, collecting and bagging leaves, mowing to remove additional debris, and clearing leaf buildup again before incoming wet weather. Inside the facility, the team completed work on the north and south interior walls, including electrical and lighting upgrades. Construction began on the separation wall between Bay 2 and Bay 3. The East Building's temporary air compressor system was installed, tested, and repaired for leaks, while permanent airline materials remain delayed. The shop also received metal for new workbenches in Bay 2, and fabrication is beginning as workload allows. Purchase of the welding fume extractor has been approved. Lastly, staff updated Entry Level Driver Training requirements, met with state

licensing officials for clarification, and began ELDT theory instruction for the participating employees on December 1.

Davis reported that Jacob shared that he has been fulfilling administrative tasks over the past few weeks including managing time cards and purchase orders, filing work orders and sample results, preparing drawings, and ordering needed stock and parts. Staff were also loaned to assist with meter readings and shutoff notifications. The water crew completed weekly station checks, work orders, and assisted other departments as needed. They addressed leaking hoses and pressure issues at the fairgrounds PRV and continued progress on the Drop Wash water line crossing. The crew also repaired two leaks on Dimick Lane, potholed a meter for a lead survey, and cleaned settlement around previous leak and meter sites. The sewer crew conducted weekly station checks, monthly siphon and rectifier inspections. They covered blue stakes during the holiday and worked until 3 a.m. responding to a major water leak on Thanksgiving Eve. The blue stakes crew completed monthly samples, emergency and daily blue stakes, and assisted both water and sewer crews during absences. As of this report, a new mainline leak has been found - the seventh of this year.

Zauss shared that the Water Treatment Plant has been receiving 600 gallons per minute from Price City and has been able to gradually reduce shifts as demand decreases. This week, the swing shift was eliminated because a dayshift alone is maintaining tank levels. The crew resolved an intermittent issue with the butterfly valve that feeds the sandtrap after the controller repeatedly displayed "jammed". On November 24, staff opened the access hatch and removed sticks and debris - likely from beaver activity - allowing the valve to function properly again. Work also continued on repairing and replacing heaters in several outbuildings around the plant. Boe from Electrical Contractors installed the needed part for the backwash pump control on November 26, and the system is now operating correctly. The team will be ordering new chlorine vacuum tubing, as the current tubing is becoming brittle. Plant personnel have been working ahead of lubrication schedules in preparation for staffing shortages in December as two operators will be attending the ELDT CDL class starting December 1.

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. Crews worked on cleaning sludge from the East Facultative Sludge Basin as weather allowed and is pumping the water from the West Basin out to the farm field. Winterization of equipment around the plant has been ongoing. The team also completed general shop cleaning and performed routine pump maintenance. A broken clarifier skimmer was removed, and several garage doors around the plant were repaired. Work continues on implementing the new call-out system that will replace WIN911. Crews also repaired gravel roads throughout the plant site to improve access. Staff expressed appreciation for the Christmas and safety bonuses. In total, 238 laboratory tests and samples were collected and processed over the two-week period, primarily for process control and state discharge reporting.

MANAGER'S REPORT

Richens reminded the board that the annual Christmas Luncheon will be held on December 9th. He then provided an update on a tax request submitted about a year ago regarding potential hotels near Burger King/Market Express. Nothing has progressed on the project, and he anticipates the developers will request an extension. He is unsure what has caused the delay, but he has a meeting scheduled for tomorrow and will keep the board informed.

Richens also reported on a significant customer leak issue. The property has changed owners multiple times over the past few years. A contractor broke a pipe at some point during this time period, and billing records show that billings were mailed for August, September, and October to the address specified by the landlord. The total cost for the water use is about \$2,300. PRWID's standard practice is to split the cost of overages with the customer, but the current landowner is requesting that PRWID cover more. Data from the meter e-reader shows clear timing of when the leak started, how long it persisted, and when it stopped. A new meter was installed in August of 2023. Although the landowner believes the meter is faulty, PRWID's data does not support that claim. The owner intends to come before the board, and Richens presented the background so board members would be prepared. Cox asked if PRWID could test the meter, and Richens agreed that was an option.

REVIEW AND APPROVE THE 2026 BOARD MEETING SCHEDULE

A motion was made by Chavez to approve the 2026 meeting schedule. Zauss seconded and the motion carried unanimously. AYE: Chavez, Davis, Cox, Jensen, and Zauss.

DISCUSSION AND REVIEW OF PRIVACY POLICY

Richens explained that the model policy issued by the state is available online and outlines requirements such as appointing a chief administrative officer and record officers - roles that have been delegated to Kim and Micha. Staff who handle personal information will be required to complete specific training. He noted that the policy becomes more complex for agencies that deal with sensitive departments like police forces. Richens reviewed types of protected information, including names, dates of birth, gender, age, government identifiers, home addresses, email addresses, and financial information. He questioned whether staff information posted publicly on the website conflicts with the new policy requirements. Chavez asked whether an attorney had reviewed the policy, and Richens confirmed that they had not yet done so. Both Cox and Davis expressed that legal review would be beneficial to ensure PRWID implements all requirements correctly before the December 31 deadline.

DISCUSSION OF FUTURE CAPITAL FACILITIES PROJECTS

Richens presented a packet of proposed projects, including the first two pages from Troy on Water Treatment Plant upgrades. Jacob also submitted detailed information on water line replacements, with particular concern about the golf course section. He included maps and images to clarify the issues. Nothing has yet been submitted from Blaine, but once the full set of materials is received, the board can begin prioritizing projects. The board discussed several significant needs for the upcoming year. Richens requested that this item return on the next agenda for continued discussion. The fleet department lists focus on equipment and maintenance items rather than infrastructure improvements. He recommended that those be handled through the maintenance budget rather than engineering. He noted that this was only a discussion item and no action was required at this meeting.

CONTINUED 2026 BUDGET DISCUSSION

Micha led the budget review with some input from Richens. She invited the board to bring any questions forward. Richens clarified that on page four, the \$1.5 million shown from the PTIF accounts reflects the amount budgeted. Micha explained that money will be transferred into the Fleet Department to cover the expenditures for the new building. As the board took time to review

the budget, Richens explained that funds will also be taken from reserves to cover the projected deficit of \$164,000 as PRWID moves into 2026. The board thanked Micha for her extensive work on the budget preparation.

CLOSED SESSION

There was no need for a closed session.

UNFINISHED BUSINESS

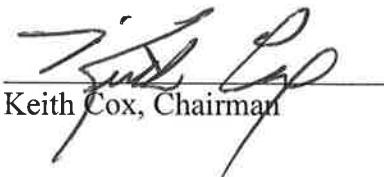
A. Discussion of Cost Sharing for Water Rights Legal Services

Richens reported that he spoke with the Helper City mayor, who prefers to discuss the matter at their council meeting on the 4th rather than call a special meeting. Price City wants an estimate of potential costs. The main question is whether all involved entities want to jointly retain the same law firm. Richens confirmed that the PRWID board wishes to remain with Smith Hartvigsen. The goal is to ensure that no single entity bears the full burden of legal expenses. Richens and Davis both hope to have more information available by the next meeting.

B. Discussion of Watershed Agreement with PRWRC and NRCS

Richens explained that Carbon Canal has withdrawn from participation, which significantly impacts the project scope. Without Carbon Canal's involvement, the overall project is reduced substantially. Engineers at NRCS are now recalculating the numbers, which will change numerous details moving forward.

With no further business to discuss, the meeting was adjourned by a motion from Chavez and was seconded by Zauss at 8:13pm. AYE: Chavez, Davis, Cox, Jensen, and Zauss.



Keith Cox, Chairman



Kim Wood, Clerk