

JENSEN WATER IMPROVEMENT DISTRICT

MEETING APPROVED MINUTES

NOVEMBER 20, 2025 6:00 P.M.

JWID OFFICE

5950 S. 8500 E.
JENSEN, UT 84035

MEETING CALLED BY	Randan Vincent
TYPE OF MEETING	Public Hearing and Board Meeting
FACILITATOR	Randan Vincent
NOTE TAKER	Trudy Wheeler
ATTENDEES	Board Members: Randan Vincent, Russell Tomlinson, Monty Pratt, Jake Wilkins Absent: Lucky Wall Employees: Trudy Wheeler, Travis Ruppe Community Participants: Rick Buist

Agenda topics

TOPIC: PUBLIC HEARING – 2026 TENTATIVE BUDGET

DISCUSSION	Trudy presented the 2026 tentative budget. Read through categories of income and expenses. Total income is \$1,413,015 with the grants for Redwash and lead and copper. Expenses are \$1,032,364; (depreciation included \$275,000 and grant expenses are \$13,475 for lead and copper.) Capital expense is \$1,705,000 for meters and Redwash road. We will modify a few categories in the 1 st week in December, but it won't change the bottom income or expense. We discussed future projects we should start engineering for Brush Creek line to 1MG tank and get an idea for costs.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: PUBLIC COMMENTS

DISCUSSION	No comments from the public		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

Close public hearing: Russell made a motion to close the public hearing. Jake 2nd the motion.

Open regular board meeting: Randan opened the regular board meeting.

TOPIC: REVIEW BOARD MEETING MINUTES 10/16/2025

DISCUSSION			
CONCLUSIONS	Russell made a motion to approve the meeting minutes, Jake 2 nd the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For. Absent: Lucky Wall. Motion passed; board approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: REVIEW BOARD OF CANVASSES MEETING MINUTES 11/17/2025

DISCUSSION		
CONCLUSIONS	Russell made a motion to approve the meeting minutes, Jake 2 nd the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For. Absent: Lucky Wall. Motion passed; board approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: WATER AVAILABILITY LETTER - 8135 S REDWASH ROAD

DISCUSSION	No show – no longer needed	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: TENTATIVE 2026 BUDGET APPROVAL

DISCUSSION		
CONCLUSIONS	Russell made a motion to approve the tentative budget, Jake 2 nd the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For. Absent: Lucky Wall. Motion passed; board approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: RICH MAHONEY

DISCUSSION	None	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: HORROCKS ENGINEERING

DISCUSSION	Craig won't be able to come for a while but will always be available if needed.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: SUNRISE ENGINEERING

DISCUSSION	Sunrise submitted an agreement for professional services for CASI Capital Asset Self Inventory for UBAOG and it's in addition to the Master Plan and use the rest of our funding. \$7,800. Again the lead and copper equipment rental needs to be Buy America, Build America and we need to provide certificates for the locator, metal detector and vac truck.	
CONCLUSIONS	Russell made a motion to approve the Professional Agreement, Jake 2 nd the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For. Absent: Lucky Wall. Motion passed; board approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: JONES & DEMILLE ENGINEERING

DISCUSSION	Brooks was unable to make it. He provided an update on Redwash. The project should be ready to go out to bid next week. He will try to get us a final set by tomorrow or Monday. Bart would like to post the ad on Wednesday.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: VERNAL CITY WATER ELEMENT

DISCUSSION	Sunrise sent us the Vernal City Water Element we didn't have any comments to add.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: FRAUD RISK ASSESSMENT

DISCUSSION	Every year we need to fill out a fraud risk assessment. It's worth 395 points. This year we total 385 point which is low risk. This year we added Rich Mahoney with Crossroads Accounting to be part of our management team. He is a CPA with a bachelor's degree and takes 40 hours of formal training per year. This helped us get the missing points we've lost in the past. Will work on a report fraud and abuse policy, and an IT and computer policy. Talk to Techris Designs to get remote login with off site storage and upgrade to Windows 11. Get bid and add to budget for 2026.	
CONCLUSIONS	Russell made a motion to approve the Fraud Risk Assessment, Jake 2 nd the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For. Absent: Lucky Wall. Motion passed; board approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: OFFICE REPORT:

DISCUSSION	2026 Uintah Basin Water Summit January 8 th 7:30-4:30 \$45 per person. Randan, Monty, Trudy and Jake will be attending. HB 280 is the bill we have been talking about where they want to charge \$0.60 per 1,000 gallons. \$0.30 water and \$0.30 sewer. It is from UWIP Utah Water Infrastructure Plan. We can pass this fee onto customers without a public hearing. This will be the new funding group, and they will send all projects out to the other companies, DDW, DEW etc. We had to submit our 1-5-year list and you must have a submitted plan to get funding. Also discussed the \$0.0331 fee from DDW need to find out when it starts as this fee will also be passed onto customers. Vernal City and Ashley Valley are going after Water source development study to look for alternate water sources. Estimating \$90-100K and going to CIB for a 50% match. Vernal City asked Ashley Valley to partner. In Ashley's meeting they asked if we are willing to match. The board said if they want us to participate, they need to come to use with a proposal. Vernal City has a drone to help find leaks. Get with Ivan to hire them to help us and look at our lines.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: MAINTENANCE REPORT:

DISCUSSION	The 1MG tank has been compromised, someone went in and adjusted the valves that made it overflow. Travis did some repairs and got it back to the settings it was. Board would like Travis to report it to the Sheriff's office and get a record on file. Discussed modifying the manhole cover. TriCounty health water samples passed. Strata hit our line on upper brush creek, and we had to replace 40' of pipe. Travis discussed everywhere they have been and where they are still going. Discussed Uintah County buckskin hills. They are requesting pressure so high that it is affecting our bell gaskets with too much pressure. We need to draft a letter about the problems we've had and that we can no longer raise pressure to satisfy demands. Randan will make phone calls, and we need to have a meeting with them.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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TOPIC: FINANCIAL REPORT – MONTY PRATT

DISCUSSION	<p>Review current budget</p> <ul style="list-style-type: none"> • Bank Statement - Board Review and Initial • A/P Register - Board Review and Initial • PTIF Accounts - Board Review and Initial • Past Due and Shut off Notice List - Board Review and Initial • 2025 Budget Worksheet Report - Board Review and Initial • 2025 Ashley Valley Water Statement of Water Used Report - Board Review and Initial • G/L Account – Board Review and Initial 	
CONCLUSIONS	Nothing further.	
ACTION ITEMS		PERSON RESPONSIBLE
		DEADLINE

TOPIC: OPERATION DISCUSSIONS

DISCUSSION	None	
CONCLUSIONS		
ACTION ITEMS		PERSON RESPONSIBLE
		DEADLINE

ADJOURN

Russell made a motion to adjourn, Jake 2nd the motion.