

Oct 28, 2025 Board Meeting Minutes

Green Hills Country Estates Water & Sewer District [PBA the District]

7:00 p.m. via Zoom or in Person @ Huntsville Library

Board members present: Gary Hebert, Greg Liddell, Natalie Davenport

District members present:

Others in attendance: Diane O'Connell, Thom Summers

Call to Order

- **President Gary Hebert called the meeting to order.**

Approval of Previous Minutes

Motion: Natalie Davenport moved to approve the September 2025 meeting minutes.

Second: Greg

Vote: Gary Hebert – Aye, Greg – Aye, Natalie Davenport – Aye

Monthly Disbursements

Diane presented the September 2025 disbursements and reviewed the major items, including:

- GM and administrative contract hours
- Customer bottled water reimbursements
- Credit card charges (Zoom, QBO, cloud storage)
- Industrial Welding & Piping (treatment plant construction)
- Aqua Engineering (construction management services)
- Chemtech laboratory testing
- Easement recording fees
- Utah Association of Special Districts membership
- Board support administration
- Sewer drain field maintenance
- Rocky Mountain Power utility bills
- Customer settlement related to faulty meter
- USPS mailbox rental
- Sewer inspection services
- Legal counsel related to customer meter issue

It was noted that major construction-related disbursements were fully reimbursed through Division of Drinking Water grant and loan funding.

Motion: Natalie Davenport moved to approve the September 2025 disbursements as presented.

Second: Gary Hebert

Vote: Gary Hebert – Aye, Greg – Aye, Natalie Davenport – Aye

General Manager Update

Meter Replacement Project:

- Three bids were obtained for conversion to cellular-read water meters.
- Bids received:
 - Neptune/MeterWorks: \$101,426.34
 - Core & Main: \$54,805.53
 - HD Fowler (Kamstrup meters): \$53,131.82
- The Kamstrup meters include ultrasonic leak detection technology.
- Installation costs estimated at \$85 per meter, with approximately 8–10 meters requiring excavation at higher cost.
- Grant funding from the State covers meter purchases; installation costs are within budget.

Recommendation: GM recommended selecting HD Fowler/Kamstrup meters due to cost and advanced leak detection capabilities.

Motion: Natalie Davenport moved to approve the purchase of the Kamstrup cellular-read meters.

Second: Greg

Vote: Gary Hebert – Aye, Greg – Aye, Natalie Davenport – Aye

Fire Hydrant Inspection Update

- Thom Summers conducted hydrant testing earlier in the month.
- Eight hydrants identified as needing maintenance.
- One hydrant is non-functional and may require replacement.
- Rebuild kits estimated at \$1,500–\$1,800 per hydrant; replacement significantly more expensive.
- One leaking hydrant and one non-functioning valve were noted.

Action Items:

- GM to obtain rebuild kit pricing and replacement estimates.
- Board to review budget availability and determine timing for repairs.

Treatment Plant Update

Thom provided a detailed update on the construction of the new treatment plant:

- Interior and exterior concrete work completed.
- Ventilation, furnace, doors, and gas line installed; gas meter pending.
- Electrical work and interior wiring forthcoming.
- Sampling tap to be installed prior to November sampling.
- Project remains on track for first-quarter commissioning, pending equipment delivery.

Grounds and Landscaping Discussion

- State funding cannot be used for landscaping.
- Board discussed developing a minimal landscaping plan that preserves access to infrastructure.
- Potential use of volunteer labor (Eagle Scout project) discussed.
- Xeriscape approach favored; no irrigation planned.

2026 Budget Discussion

- Board reviewed the draft 2026 budget prepared with assistance from a resident advisory committee.
- Key goals:
 - Reduce reliance on excess water usage fees.
 - Establish predictable, sustainable revenue.
- Proposed 20% rate increase, significantly lower than increases projected in prior rate study.
- Connection fee proposed to increase to \$21,000 to align with regional standards.
- Base water usage proposed to increase from 10,000 to 12,000 gallons per month.
- Excess usage tier rates proposed to remain unchanged.
- Loan debt service payments begin in December 2025.
- Budget reflects required capital and loan reserve funds.

The proposed budget will be presented at the November meeting as part of the required public hearing process, with adoption anticipated in December.

Adjournment:

- Natalie Davenport made a motion to move to hold a Closed Meeting.
- The motion was seconded.
- **Vote:** All in favor ("Aye").

Reviewer	Status	Notes
Treasurer Green Hills	Not started	
Greenhills Water	Not started	
Gary Hebert	Approved	
Secretary GreenHills	Approved	

