

HANNA WATER AND SEWER DISTRICT
BOARD MEETING
MINUTES FROM NOVEMBER 11, 2025

1. Roll Call

Larry Martin
Tim Giles
Ray Gines

Also Present

Wendi Roberts
Dax Lamb
Chuck Richins – Engineer
Jared – Contractor
Inspector
Deb Evans – as a potential board member

2. **Minutes Approved** - Board agreed to approve the minutes from the October 14, 2025 meeting. Ray Gines made a motion and Tim Giles seconded.
3. **Engineering/Contractor Update** – Chuck, Jared and the inspector gave updates on the expansion phases. They let the board know that for Tabby Swale, the river cannot be crossed until November 15th, based on the permit to allow for low water, the materials are also ordered and on their way for that. Dax mentioned that he and the inspector had noticed there were a couple of hydrants that needed moved further from the road a couple feet. The contractor and Chuck both assured that that had been discussed and planned for already. They also discussed that when the lines are ready to be tied in at highway 35, there will need to be some traffic control. The Giles line is complete and ready to install once the customers pay the hookup fee. Tabby mountain is also complete up to the booster station and once that is complete, they can do the water testing. After water testing comes back favorable then we can begin installations for those lines. So far the contractor has been able to use all native soil for backfill and has not needed to bring anything in, however, there may be a need at Tabby Swale depending on drainage and drying out. The booster station is also being adjusted to accommodate the incorrect information given on the pump dimensions. They are working on a couple possible options, possibly a hoist and beam or an A Frame. Also discussed the roofing options which are copper, tin or asphalt shingles. Chuck also discussed that Kirk has made progress on the warehouse/office space and just has a few more tweaks before the board can view that and approve the design and placement on the HW property. Then the manufacturer will be contacted for lead time. Kirk is also working with the county for permitting.
4. **Operator Update** – Dax let the board know that he took the operator classes online in October, he will just need to schedule his test at the Rural Water testing center – he will get that scheduled. Dax also let the board know that the chlorinator is not working, but that it will hopefully start working once Dorsett completes the SCADA install and the looping is correct.

The board discussed having an additional chlorinator or a chlorinator rebuild kit on hand for future possible issues. Dax will look into the cost on those. Dax let the board know that he has looked at some outdoor lighting issues and gotten prices from Saddleback Lighting and the lights will run at 64.78 each. The board agreed to have Dax purchase those and Dax can get those installed. Dax also ordered a Crispin Air Valve from Mountainland for the Gines Well, - they may have charged wrong, so Dax is going to look into that and let Wendi know. UPDATE – We were charged correctly, it was just a higher cost than Dax thought. He is also working on the Asset Inventory and cleaning out the trailer – Larry emphasized that this is something he would like done ASAP, so that we can get the trailer hauled off. Dax is also working on small repairs that have been left behind to get them completed before winter and also making sure the sources are winterized and ready for the cold weather with new heaters, he thinks we need 3 heaters and has requested a quote on those. Larry discussed the missed water sample for October and talked to Dax about making sure that does not happen again. Larry also discussed the timing on meter reading and making sure those are being done starting on the 25th of each month and having them done within a couple of days so that we have time to correct any issues with the readings. The board also discussed talking to Max F about installing a stop and waste for his meter so he can turn his water on and off himself, rather than accessing the meter.

5. **Administrative Update and Discussion –** Wendi brought up a billing issue on the Cordell Bott account that there has been a long term billing issue with him being overcharged on an extra meter. Wendi has been talking to him about it and the account needs a credit due to long-term overcharging. The board agreed to a \$4000 credit to his account and no bill to be paid by them until that credit is used. Wendi let the board know that there was an incorrect deposit added to our account by Zions bank, so the bank statements that were attached had that discrepancy on them, but Zions has since fixed the error. Wendi provided the board a copy of the year to date budget to review in preparation for the budget discussion at the December meeting. Wendi also provided a copy of the letter to send to all the customers on the Giles line, letting them know that the lines that have been installed have passed the water tests and are ready to install on as soon as they pay for the reduced hookup fee, which is only discounted until the end of the year, if they do not pay by December 31, 2025, they will need to purchase the hookup at whatever the current rate is at the time they pay. The board reviewed the letter and asked Wendi to bold the deadline date and then send it out. These were sent. Wendi also asked the board to agree to pay her an additional \$10 a month for reimbursement for the static IP address that was required on the Dorsett installation for the SCADA to loop correctly from the internet base at her house. The board agreed. Wendi also let the board know that she discussed the possibility of non-installed meters from her 2003 list and she said they all should have been installed by now and her suggestion would be if anyone contacts the board saying that they paid for a meter that was not installed, they need to provide proof before the Hanna Water Board would give another installation. The board also discussed the frustration with the cost vs results from the structural engineering and Horrocks for the Office/Warehouse space. The board is frustrated that we still do not have correct drawings and plans in their possession and wondered about the possibility of switching firms and changing the engineer of record. It was also discussed that if we make changes we would be starting over with new plans and would forfeit the money already paid. Larry was going to reach out to management at Horrocks. The board

also agreed to appoint Deb Evans to the Hanna Water board as a new Board member. Wendi to let Deb know.

6. **Finances** – Checks were signed and bank statements were attached for review
7. **Meeting Adjourned.** – Next meeting, December 9, 2025