

JENSEN WATER IMPROVEMENT DISTRICT

MEETING APPROVED MINUTES

DECEMBER 18, 2025 6:00 P.M.

JWID OFFICE

5950 S. 8500 E.
JENSEN, UT 84035

MEETING CALLED BY	Russell Tomlinson
TYPE OF MEETING	Public Hearing and Regular Scheduled Board Meeting
FACILITATOR	Russell Tomlinson
NOTE TAKER	Trudy Wheeler
ATTENDEES	Board Members: Russell Tomlinson, Monty Pratt, Randan Vincent Absent: Jake Wilkins, Lucky Wall Employees: Trudy Wheeler, Travis Ruppe Community Participants: Lorn Ruppe, Justin Stearns, Dennis Stearns, Bart Jensen (Jones and Demille Engineering), Jeff McCarty (Sunrise Engineering), Frank Biggs

Agenda topics

TOPIC: PUBLIC MEETING - 2026 BUDGET

DISCUSSION	Trudy presented the 2026 Budget; there were a few changes made from the tentative. Added in some grant money to Income that we won't receive until 2026 it raised the budget \$11,695. Total Income \$1,424,710. Expenses moved some dollars around but added in \$4,319 for the master plan that will be finished in 2026 so total expense \$1,036,683. Capital Budget raised the meter labor from \$20,000 to \$37,000 for a total of \$1,722,000.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: PUBLIC COMMENTS

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

Close Public Meeting: Monty made a motion to close the meeting, Randan 2nd the motion closed at 6:17 p.m.
Open Board Meeting: Russell called the meeting to order.

TOPIC: REVIEW PUBLIC HEARING & BOARD MEETING MINUTES 11/20/2025

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

TOPIC: 2026 BUDGET ADOPTION

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

TOPIC: 1" METER CONNECTION – DENNIS STEARNS ORF INVESTMENTS 4810 E 5250 S

DISCUSSION	Dennis purchased this property and would like a 1" water connection.	
CONCLUSIONS	Monty made a motion to approve the 1" meter connection for Dennis with ORF. Randan 2 nd the motion. All board members voted: Russell Tomlinson-For, Monty Pratt-For, Randan Vincent-For; Absent: Jake Wilkins, Lucky Wall. Motion passed; board approved. Price for a 1" meter is \$7510 Impact, \$6440 Meter for a total of \$13,950. Must be paid within 60 days or start a payment plan.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: METER CONNECTION/QUESTIONS – FRANK/GREEN PASTURE INT'L

DISCUSSION	They would like to build another house at 4812 S. Escalante Ranch Road south of the current houses. He wants to keep the current meter across the street and purchase a new one.	
CONCLUSIONS	Monty made a motion to approve the 3/4" meter connection. Randan 2 nd the motion. All board members voted: Russell Tomlinson-For, Monty Pratt-For, Randan Vincent-For; Absent: Jake Wilkins, Lucky Wall. Motion passed; board approved. Price for a 3/4" meter is \$5520 Impact, \$5980 meter for a total of \$11,500. Must be paid within 60 days or start a payment plan with a 1/3 down within 60 days.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: SUNRISE ENGINEERING

DISCUSSION	Jeff has been working on Lead and Copper with DDW and getting more clarification of the BABA requirements. They have gone back and forth. There is a waiver for projects under \$250,000. Since our projects are under \$250,000, we no longer need the BABA documentation. Trudy asked Jeff to get with DDW again on the Vac Trailer and see if they will send approval. CASI will start again next year.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: JONES & DEMILLE ENGINEERING

DISCUSSION	Project is out to bid, the contractors asked for an extension. Moved the bid opening from Dec 22 nd to Jan 7 th to allow for more accurate bids to be presented. Will open at Uintah County 1 pm on Jan 7 th , Contractors can walk in with bids. Will be separate bids but must be 1 contractor. A lot of contractors showed up at the pre-bid meeting hoping to get some good bids.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: UTAH PROJECT PORTAL/UWIP

DISCUSSION	Utah project portal is new where all entities will show their projects. It will have the 1-year list and a 2–5-year list. Currently you will need to be on this list if you're going out for funding. All funding except CIB will be funded from this. UWIP is part of this. Discussed our 1-year list showing the meters and 2 system improvements are on the 1-year list.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: MID-AMERICA PIPELINE REFUND

DISCUSSION	Mike with Uintah County sent an email. Mid America Pipeline has requested a refund from the property tax paid. It will be a refund from 2018-2025. Jensen Waters portion is \$15,243.18 and it was deducted from the December payment that I received this month.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: 2026 BOARD MEETING DATES

DISCUSSION	2026 Board dates will be the 3 rd Thursday at 6:00 p.m. the dates are: Jan 15, Feb 19, March 19, April 16, May 21, June 18, July 16, Aug 20, Sept 17, Oct 15, Nov 19 Tentative Budget Hearing, Dec 17 Budget Adoption.		
CONCLUSIONS	Monty made a motion to approve the board meeting dates, Randan 2 nd the motion. All board members voted: Russell Tomlinson-For, Monty Pratt-For, Randan Vincent-For; Absent: Jake Wilkins, Lucky Wall. Motion passed; board approved.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: 2026 HOLIDAYS SCHEDULE

DISCUSSION	These holidays are currently in the admin code. Do we need to go over them every year?		
CONCLUSIONS	Unless we need to make a change, we will just leave them as is and address if needed.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: OFFICE REPORT:

DISCUSSION	The \$0.03 fee has been delayed until 2028 and the governor reduced the fees 50% to \$0.0116. Discussed having Vernal City use their drone to help us find water leaks in the system. Since windows 10 is no longer updating and our computer is almost 7 years old, it was decided to purchase a new computer, a new printer that also died this year and a generator for the shop.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: MAINTENANCE REPORT:

DISCUSSION	Water samples passed, strata still going strong, a Redwash road customer is hearing water so his meter can will be dug up next year and replaced.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: FINANCIAL REPORT – MONTY PRATT

DISCUSSION	Review current budget <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			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

TOPIC: OPERATION DISCUSSIONS

DISCUSSION	Discussed Meterworks finishing up the installation of the meters, to get with BOR WaterSMART grant and ask if they will allow the change. They will complete in 2 weeks except those that are hard to get or need to be dug up.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

ADJOURN

Monty made a motion to close the meeting, Randan 2nd the motion.