

**MINUTES OF THE  
HEBER VALLEY SPECIAL SERVICE DISTRICT  
DECEMBER 11, 2025 – 4:00PM**

**PRESENT:** Heidi Franco Chair (electronic participation)  
Celeste Johnson Vice Chair  
Brenda Christensen Board Member  
Don Huggard Board Member  
Mike Johnston Board Member (arrived at 4:08 p.m.)  
Yvonne Barney Board Member (arrived at 4:06 p.m.)

**ALSO PRESENT:** James Goodley General Manager  
Bryan Provost HVSSD (electronic participation)  
Eliza McGaha Secretary  
Rusty Harris HVSSD  
Trent Davis HVSSD

**EXCUSED:** Colleen Bonner Board Member

**CONDUCTING:** Board Chair, Heidi Franco

**AGENDA ITEMS:**

1. **Public Comment:** This is the public's opportunity to comment on items not on the agenda
2. **Entity Updates:** From HVSSD Member Entities
3. **Committee Updates:** From HVSSD Committees
4. **Consent Agenda:**
  - a. Balance Sheet November 2025
  - b. Bank Reconciliation November 2025
  - c. P&L November 2025
  - d. PTIF General Fund November 2025
  - e. PTIF Impact Fee Fund November 2025
  - f. November 2025 Warrant list approval
  - g. November 2025 YTD Budget
  - h. November 2025 Board Meeting Minutes
  - i. November 2025 Special Board Meeting Minutes
  - j. Headworks Project – Pay Request #7
5. **Resolution 2025-2 – Updates to the Financial Responsibilities of the General Manager** (Heidi Franco – 10 mins)
6. **Dredging Project – Pay application #1** – Consideration for approval (Jim Goodley – 15 mins)
7. **Annual Goals Review and Projections 2025-2026** (Jim Goodley – 30 mins)
8. **Manager's Report** (Jim Goodley- 30 mins)
9. **Closed Session** (Optional) – a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-205 and/or discuss personnel items.
10. **Adjourn**

Heidi Franco called the meeting to order at 4:02 p.m. She joined the meeting electronically as she was travelling. Ms. Franco thanked Mayors Brenda Christensen and Celeste Johnson for their service on the board. They were presented with gifts of appreciation to celebrate their service.

1. **Public Comment:**  
There was no public comment.

2. **Entity Updates:**  
Charleston Mayor, Brenda Christensen, said that the sewer agreement between Charleston and Heber City had been formally terminated and finalized.

Midway Mayor, Celeste Johnson, recognized Midway Mayor Elect Craig Simons in the audience. She also commented that Midway requested MSD and Heber to turn in updated service area maps. MSD has sent theirs in to the district. Heber Mayor, Heidi Franco, said the service area boundaries for Heber will be updated soon.

3. **Committee Updates:**  
James Goodley commented that there has been little progress on the personnel policy as it requires more time than he has available.

4. **Consent Agenda:**
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Regarding the reconciliation detail, Ms. Franco asked what the \$43,355.00 Goble Sampson was for. Mr. Goodley replied that Gobel Sampson is a local sales rep for wastewater equipment. The district purchased two spare pieces of equipment, one pump and one mixer, so spares will be on hand in the event an active one goes out of service.

**MOTION: A motion to accept the consent agenda as written was made by Brenda Christensen and seconded by Yvonne Barney. The motion carried with the following vote:**

**YES: Yvonne Barney, Mike Johnston, Don Huggard, Brenda Christensen, Celeste Johnson, Heidi Franco**  
**NO: None**  
**ABSTAIN: None**  
**ABSENT: Colleen Bonner**

**5. Resolution 2025-2 – Updates to the Financial Responsibilities of the General Manager:**

This item was continued to this meeting from the special board meeting on November 21, 2025.

**MOTION: A motion to accept Resolution 25-2 Board Policies for General Manager Financial Responsibilities was made by Yvonne Barney, seconded by Don Huggard. The motion carried with the following vote:**

**YES: Brenda Christensen, Mike Johnston, Celeste Johnson, Don Huggard, Yvonne Barney, Heidi Franco,**  
**NO: None**  
**ABSTAIN: None**  
**ABSENT: Colleen Bonner**

**6. Dredging Project – Pay application #1:**

This is the first pay application for the American Process Group for \$613,590.83.

**MOTION: A motion to approve and direct staff to pay the dredging project pay application #1 as outlined in the meeting packet was made by Celeste Johnson, seconded by Brenda Christensen. The motion carried with the following vote:**

**YES: Mike Johnston, Yvonne Barney, Don Huggard, Brenda Christensen, Celeste Johnson, Heidi Franco**  
**NO: None**  
**ABSTAIN: None**  
**ABSENT: Colleen Bonner**

Chair, Heidi Franco, turned the remainder of the meeting over to Vice Chair, Celeste Johnson, and signed off electronic participation at 4:24 p.m.

**7. Annual Goals Review and Projections 2025-2026:**

Mr. Goodley reviewed this agenda item.

**8. Manager’s Report:**

Mr. Goodley presented his manager’s report.

**9. Closed Session (Optional) – a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-205 and/or discuss personnel items:**

**MOTION: A motion to move into closed session was made by Don Huggard, seconded by Brenda Christensen. The motion carried with the following vote:**

**YES: Mike Johnston, Yvonne Barney, Don Huggard, Brenda Christensen, Celeste Johnson,**  
**NO: None**  
**ABSTAIN: None**  
**ABSENT: Colleen Bonner, Heidi Franco**

The board moved into a closed session at 5:20 p.m.

The board moved out of the closed session at 5:56 p.m. and took a break until time to start the public hearings.

**10. Adjourn**

The motion to adjourn was made in the Public Hearing as follows:

**MOTION: A motion to adjourn was made by Don Huggard, seconded by Brenda Christensen. The motion carried with the following vote:**

**YES: Brenda Christensen, Don Huggard, Celeste Johnson, Yvonne Barney, Mike Johnston**  
**NO: None**  
**ABSTAIN: None**  
**ABSENT: Colleen Bonner, Heidi Franco**

The meeting was adjourned at 6:08 p.m.

**APPROVED** on this 8 day of January, 2026.

Heidi Franco  
Heidi Franco, Chair

Eliza McGaha  
Eliza McGaha, Secretary