



Board Meeting Minutes

Wednesday February 18, 2026 @ 6:00 PM
102 West Forest Street
Brigham City, UT 84302

In Attendance:

Jay Capener, Chairman
Riggin Holmgren
Ryan Smith
Boyd Bingham
Kelly Lemmon

Lesley Kendrick, Vice-Chairman
Brian Shaffer
Tim Munns
Mike Braegger

Staff:

Chance Baxter, General Manager
Jamie Williams, Office Manager
Ridley Griggs (Hansen, Allen & Luce)

1- WELCOME

Chairman Jay Capener called the meeting to order at 6:00 pm

2- INVOCATION & PLEDGE OF ALLEGIANCE

Offered by Trustee Boyd Bingham

3- DECLARATION OF CONFLICTS OF INTEREST

No conflicts declared

4- CONSENT AGENDA

A- Adoption of Agenda

B- Approval of Minutes – January 28, 2026

Trustee Tim Munns made a motion to adopt items listed on the consent agenda, motion was seconded by Vice-Chairman Lesley Kendrick; all members vote aye, motion passed.

5- APPROVAL OF FINANCIAL STATEMENTS – JANUARY 2026

During the financial statement review, Trustee Kelly Lemmon questioned a \$500 sponsorship payment for the Cattlemen's dinner, asking if it was a recurring expense. General Manager Chance Baxter explained that it was a one-time, sponsorship for a new event, made within his spending authority. The board discussed the value of such community sponsorships and suggested that similar expenditures might be brought to the board or included as a budget item in the future for greater transparency.

Trustee Riggin Holmgren made a motion to approve the January 2026 Financial Statements, motion was seconded by Trustee Kelly Lemmon; all members vote aye, motion passed.

6- ACTION ITEMS

Bid Award for South Willard Well #2 Equipping – Chance Baxter, General Manager

General Manager Chance Baxter presented the action item regarding the bid award for equipping the South Willard Well #2. He provided background, stating that the board had previously approved engineering for the South Willard pump house after drilling the well in April 2025. The engineering and state approvals were completed by the end of 2025, and the project was then put out to bid.

Eight contractors submitted bids for the project. The lowest bid was from MJM Construction at \$1,033,638, which was noted to be within \$4,000 of the cost for a similar pump house recently built in

Harper Ward. Baxter explained that the high cost was due to the stringent construction standards required for such facilities, which are designed to last 100 years and include significant mechanical, electrical, and backup systems.

Board members inquired about the bidding process, contractor experience, and cost breakdowns. Baxter confirmed that while the District had not previously worked with MJM Construction, the District's engineering firm involved had positive experience with them. He also noted the wide range in bid amounts, with the highest bid being \$2.5 million, but the four lowest bids were close together, indicating a competitive process.

Trustee Tim Munns made a motion to award the South Willard Well #2 Equipping bid to MJM Construction for \$1,033,638, motion seconded by Trustee Brian Shaffer; all members vote aye, motion passed.

7- PRESENTATION

Harper Ward Community Plan and System Model – Ridley Griggs (Hansen, Allen & Luce)

Ridley Griggs presented the Harper Ward Community Plan and water system model to the board. He began by explaining that the Harper Ward community initiated a formal planning process in May 2025, forming a committee that included the Bear River Water Conservancy District for water-related guidance. The committee conducted meetings and mailed a survey to 362 residences, receiving about 160 responses—roughly a 44% response rate.

Griggs highlighted that the survey showed 87% of respondents supported maintaining the current five-acre zoning, indicating a strong preference for remaining under county governance and preserving the area's rural character. He noted that many survey comments emphasized the need for a reliable water supply and recognized the importance of the partnership with the Bear River Water Conservancy District.

He described the current water system, which includes a well and storage tank on the north end, a transmission line along the highway, and several connections for both retail and wholesale water service to neighboring communities. Griggs clarified that each connection is governed by its own agreement, and while some are for emergency use, others (such as West Corinne) have active requests for increased supply.

Griggs presented data on the new Harper Ward well, which has a production capacity of about 1,500 gallons per minute and water rights for 1,448 acre-feet per year. He explained that, based on state standards (0.45 acre-feet per home), the well could serve approximately 3,200 homes. He also clarified that the water system is designed for indoor (culinary) use only, and irrigation must be provided separately, typically through the local canal company.

To address future growth, Griggs explained that the District mapped out developable land in Harper Ward, excluding public lands and wetlands, and estimated a maximum buildout of 596 lots under the five-acre zoning. He presented a table showing projected water demand at buildout and compared it to the well's capacity, demonstrating that the system could meet both current and future needs, even with potential wholesale requests from neighboring areas.

Griggs concluded by emphasizing that the planning document will serve as a guide for future water allocations, ensuring that Harper Ward's needs are prioritized while allowing excess capacity to benefit other areas if appropriate. He noted that the District's investment in the Harper Ward system—about \$4.5 million—provides a sustainable foundation for growth and regional cooperation.

Throughout his presentation, Griggs answered questions about survey response rates, the specifics of water rights and system capacity, and the process for planning future development and water allocations.

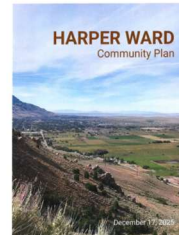
BEAR RIVER WATER CONSERVANCY DISTRICT

Harper Ward Community Plan Water Planning

February 18, 2026

HARPER WARD COMMUNITY PLAN - PROCESS

- Steering Committee formed May 2025
- BRWCD Represented on Steering Committee
- Surveys and Meetings
- Adopted December 2025



HARPER WARD COMMUNITY PLAN - OUTCOMES

- Support for County governance
- Support for existing large-lot zoning
- Recognized need for reliable water supply
- Acknowledged partnership with BRWCD

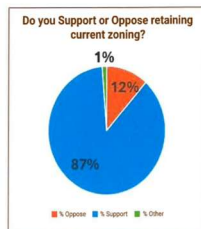


Figure 3.1 Results of survey to existing zoning

Harper Ward understands that if the BRWCD has culinary water in excess of what Harper Ward eventually needs, that excess may be allocated to other areas. In addition, many residents have private wells. Several survey responses stressed the importance of a reliable water supply.

HARPER WARD SYSTEM

- 3 Wholesale Connections
 - West Corinne Water Company
 - Corinne City
 - Honeyville City
- 1 Emergency Connection
 - Brigham City
- 111 Retail Customers



Harper Ward System Wholesale Connections

Entity	Meter(s)	Estimated Physical Capacity (gpm) ¹	Contract Capacity (gpm) ²	Contract Capacity (ac-ft/yr) ²	Notes
Brigham City	4" Meter 1 1/2" Meter	1,000	0	-	Currently provides source from Brigham City to the Harper Ward System. Will become emergency-only when Harper Ward Well is in service. Potential future wholesale to Brigham City.
West Corinne Water Company	4" Meter	500	350	400	400 ac-ft per year will be supplied to WCWC beginning in 2026.
Corinne City	4" Meter	500	0	-	Emergency-only connection. Potential future wholesale.
Honeyville	4" Meter	500	0	-	Emergency-only connection. Potential future wholesale.
Totals	-	-	-	200	-

1. Physical capacity depends on meter size and the difference between pressure in the two systems. This table includes general estimates.
2. Contract capacities listed in Table 6 exclude emergency scenarios and are effective January 1, 2026.

HARPER WARD WELL

- Production Capacity:
 - 1,500 gpm
 - 1,448 ac-ft/yr
- Water for roughly 3,200 homes (0.45 ac-ft per home)



ACTIVE AND FUTURE WATER REQUESTS

- West Corinne Water Company
 - 400 ac-ft/yr
- Corinne City
- Honeyville City

HARPER WARD WELL

- Production Capacity:
 - 1,500 gpm
 - 1,448 ac-ft/yr
- Water for roughly 3,200 homes (0.45 ac-ft per home)



INVESTMENT IN THE HARPER WARD WELL

Item	Approximate Cost
Land Acquisition	\$55,000
Test Well	\$410,000
Engineering, Legal, Admin, Misc.	\$523,000
Well Drilling	\$520,000
Well House and Pump Station	\$1,037,000
Transmission Pipeline	\$400,000
Tank	\$1,600,000
Total	\$4,545,000

BRWCD'S GOALS FOR THE HARPER WARD SYSTEM

- Support the Harper Ward Community
- Provide additional wholesale water to other entities in the County



PLANNING APPROACH

- Reserve enough water to support Harper Ward
 - 596 total homes at buildout
- Make beneficial use of any available excess water



FINDINGS

Planning Value	Peak Day Capacity (gpm)	Average Yearly Capacity (acft/yr)
Harper Ward Well Capacity	1,500	1,448
Harper Ward Community Buildout Need	536	435
Available Excess	964	1,013

8- PUBLIC COMMENT

No public comment

9- TRUSTEES REPORT

Lesley Kendrick

No Report

Lyle Holmgren

Absent

Mike Braegger

No report

Riggin Holmgren

Holmgren reported that West Corinne Water Company recently held their annual meeting, during which two new board members were appointed. The new members are Dennis Christensen and Jason Hancock. Holmgren mentioned he had some conversations with Acme Water Company, but nothing discussed was directly relevant to the District.

Brian Shaffer

Shaffer discussed concerns about the District and Tremonton City appearing to seek separate state funding for similar water infrastructure projects, suggesting that a more coordinated approach would be beneficial. He also raised questions about the District's water policy, specifically regarding restrictions on outdoor irrigation for developments that do not use secondary water, and whether this policy applies to wholesale customers like West Corinne. Shaffer expressed concern about potential contradictions in the District's County Water Master Plan, which both encourages the protection of agricultural water and the conversion of agricultural water to municipal and industrial uses as the county develops. He referenced practices in other communities that limit outdoor water use and emphasized the need for policy clarity and effective cooperation between agencies.

Joe Summers

Absent

Ryan Smith

No report

Tim Munns

Munns provided a trustee report focused on a recent development proposal in his area. He described being contacted by representatives from a company called West Genco, who are interested in acquiring land and water rights in the south end of Hansel Valley for an AI data center. Munns explained that the company had been reaching out to local landowners and surveying the area, seeking approximately 6,000 acres and 500 acre-feet of water to start. He expressed frustration that the company had not contacted him directly, despite his significant presence in the area.

Munns shared his concerns about the lack of zoning regulations in the county, noting that if the company acquires the land, they could proceed with their plans without public hearings or much oversight. Munns discussed the potential impact on the community and the challenges of stopping such a project, especially if landowners are willing to sell. He concluded by urging others to keep the issue on their radar, emphasizing the importance of zoning and local control over land and water use.

Boyd Bingham

No report

Jay Capener

No report

10- ADJOURNMENT

Trustee Boyd Bingham made a motion to adjourn; motion seconded by Trustee Riffin Holmgren; all members vote aye. Meeting adjourned.

DRAFT