

The Quarterly Meeting of the Board of Trustees of the Carbon Water Conservancy District was held Tuesday January 20, 2026 in the Downstairs Conference Room at the Carbon County Administration Building, 751 East 100 North, Price, UT 84501.

**Present:**

Jon Richens, Trustee, Chairman  
Keith Cox, Trustee, Treasurer  
Russell Seeley, Trustee  
Tyler Clark, Trustee  
Gordon Odendahl, Clerk

**Also Present:**

R.J. Davis, Dam Tender (Remote)  
Derris Jones, Assistant Dam Tender  
Janelle Jensen, Assistant Finance Director  
Bryan Schmutz, USBR  
Bill Butcher, PRWUA  
Eric Peterson, USBR (Remote)  
Charlie Ellison, USBR (remote)

**Excused:**

Daniel Allen, Trustee, Vice Chairman  
Christian Bryner, Attorney  
Doug Rasmussen, Finance Director

**1. Open Meeting and Introduction of Guests.**

Chairman Richens opened the meeting at 3:00 PM and welcomed everyone in attendance both in person and online.

**2. Review and Possible Approval of Minutes from Meetings on 12/16/2025 and 12/22/2025.**

Chairman Richens stated that Clerk Odendahl had sent an email message to the trustees explaining that there would not be any minutes to review for this meeting, and the minutes will be presented at our next meeting.

**3. Dam Tenders Report – RJ Davis.**

Dam Tender RJ Davis stated the elevation of the reservoir is currently 7,611.04 ft. which is 48,386 acre ft. of water. This correlates to 74% of usable capacity. Mammoth Cottonwood SNOTEL readings are 4.3” which is 47% of today’s median. Clear Creek’s SNOTEL is also 4.3” which correlates to 52% of today’s median. We are currently releasing 15.5 cfs through the dam – 3.5 CFS FOR Trout Unlimited and 12 cfs for PRWUA. Bill Butcher from PRWUA stated that the 12 cfs is for the Forbearance Program and a little bit for the Field Following program. Mr. Davis reported that the reservoir is rising slightly. The reservoir has now just barely frozen over, and even though there was open water on the reservoir last Friday, there were nonetheless fishermen all over the ice when he was at the reservoir this past weekend.

**4. Public Comments on Matters Concerning Carbon Water Conservancy District**

Note: Public Comments will be limited to 2 Minutes per Person. Public Comments or Requests from the Public may not be voted upon by the CWCD Board at this meeting because they are not listed as Agenda Items for the current meeting.

There were no comments from the public.

**5. Report on and Discuss Security System /CCTV Surveillance Project at Scofield Dam - Possibly Provide Input on Equipment Purchases – Eric Peterson USBR Provo Office.**

Mr. Eric Peterson, Automation Group Supervisor from USBR's Provo Office stated that they were finally at the point where they were ready to procure the equipment for the Security Project. He just wanted to advise the group of where they were at and ask if we had any recommendations or wanted to provide any feedback concerning the equipment or the project. Charlie Ellison from the USBR Office was also in attendance and provided a slide presentation online to help us better understand what the system would consist of and where cameras and other components would be located and what areas would be monitored. Mr. Ellison also explained that we would be able to log in online and look at specific areas if something needed to be monitored. Chairman Richens asked about how wind would affect the equipment, as the Dam is located in a narrow canyon that can be subject to strong winds. Dam tender RJ Davis asked if heaters were available for the cameras as the windy conditions in wintertime would result in extremely cold conditions that could affect the operation of the cameras. Mr. Peterson stated that heaters could be added to the system. The Verizon Equipment for remote wireless services would need to be upgraded to accommodate the additional equipment. Chairman Richens stated we would need to keep the desk inside the gatehouse so the required SOP manuals and other documentation could be stored onsite as per USBR policies. Mr. Peterson stated that a UPS would need to be installed to keep the system operative at least for a little while in case of a power outage. Mr. Peterson stated a door alarm would be installed on the door of the Gatehouse and the necessary individuals would be provided with the codes in order to access the Gatehouse. The door alarm can be set to send alerts to the appropriate people in case someone who is unauthorized enters the gatehouse. Trustee Seeley asked what the timeframe was until the project would be completed. Mr. Peterson stated that depends a lot on the procurement process, but he thought the project could be completed by Spring or Summer of this year. Mr. Peterson asked if there were any additional questions concerning the project. There were no further questions and Chairman Richens thanked Mr. Peterson and Mr. Ellison for their efforts in seeing the project through to this point and stated it looks like the project will be completed soon.

6. Discuss and Possible Approval of 4<sup>th</sup> Qtr. 2025 Financial Statements - Doug Rasmussen – Janelle Jensen.

Assistant Finance Director Janelle Jensen reviewed the Financial Statements for the quarter ending December 31, 2025. Ms. Jensen reviewed the Balance Sheet, Combined Profit & Loss Statement, Profit & Loss by Fund (Class) and the Profit and Loss Statement (Budget vs Actual). The Balance Sheet shows Total Cash of \$2.495 Million, Total Current Assets of \$2.605 Million, Fixed Assets are \$2.278 Million and Total Assets are \$4.883 Million. Total Liabilities are \$113,130. The total of Liabilities and Equity is \$4.883 Million which matches the Total Assets as required. The third page shows the Combined Income Statement, consisting of Total Income of \$450,317, Expenses are \$155,398, leaving a Net Income of \$294,920. Ms. Jensen then reviewed the P&L Statements for individual fund activity. The two Capital Projects Funds showing \$26,463 for the BOR Emergency Fund and \$52,170 for the Capital Projects Fund. The Debt Service Fund shows the same as before - the \$37,000 payment to the BOR. The General Fund shows \$33,600 Income, \$118,000 Expenses, and \$216,300 Net Income. Ms. Jensen stated the G/L Detail is included with the reports as this is required quarterly. Chairman Richens stated that some of the income accounts are a little over budget and one is under budget, but net-net overall we are way under budget because our planned project did not move forward. Chairman Richens asked Ms. Jensen's opinion considering we are now wrapping up and looking at the full year's numbers, if

there was anything that concerned them in the reports. Ms. Jensen replied that to her, everything looks good for the year and there were no items that were concerning. She also Noted that Finance Director Doug Rasmussen did not mention anything either when he reviewed the reports. Chairman Richens asked the group if anyone had questions concerning the financial reports. Clerk Odendahl stated that many items were under budget this year and he thought this was largely a result of the lengthy Federal Government Shutdown and the financial restrictions that were put on government agencies due to the shutdown and administrative changes that occurred over the past year. Chairman Richens agreed and added that we have also had to push forward the Gate Replacement Project for the past several years, but we are finally starting to see some traction on that project which will be discussed later in the meeting. There were no questions. Trustee Seeley made a motion to approve the 4<sup>th</sup> Quarter 2025 Financial Statements as presented. Trustee Cox seconded the motion. The motion was passed unanimously.

7. Discuss and Possible Approval of Financial Assistance with Legal Fees for PRWUA Legal Actions concerning SWCD.

Chairman Richens asked Mr. Bill Butcher, President of Price River Water Users Association if he would explain what is being asked of the board. Mr. Butcher stated that in the last year PRWUA has spent on order of \$52,000 on the lawsuit against Sanpete County. There was a decision made at the end of the year where the Judge ruled in Sanpete's favor for 2 actions and in our favor on the third action. The Judge decided in Sanpete's favor on the action concerning the law of perpetuity and on the open-ended timeframe of the previous agreement. The Judge ruled in our favor stating that we do not have to subordinate our water rights for the new project San Pete is trying to implement in order to gain access to the water. The subordinated water rights would only apply if Sanpete built a reservoir as in the original 1983 agreement. Mr. Butcher stated that in the past, Carbon Water Conservancy District has been the entity that has taken the lead in these legal battles, but this time PRWUA is filing the lawsuit and PRWUA is asking if we could help financially with their efforts. PRWUA took the lead this time because PRWUA has actual Water Rights that would be affected if the change is approved where CWCD does not have water rights. Trustee Seeley stated that even though it is PRWUA that could lose the water right, this change would be a loss to everyone in Carbon County. CWCD is charged to protect the water for all the area, so he believes it falls within our purview to help PRWUA with these costs. Chairman Richens stated PRWUA has spent \$102,000 in the past 3 years and CWCD has spent \$30,000 in the past 5 years. Clerk Odendahl stated if we take the difference between what the two entities have spent which is \$76,000 and then divide by two then \$36,000 would be a reasonable number for CWCD to contribute. Trustee Cox agreed that we should help the entire area by helping PRWUA. Trustee Cox, as well as Mr. Butcher and others in the meeting agreed that whatever we have to spend to protect this water, it is worth it because if we lose it, we could never replace it. Trustee Seeley stated he would support rounding the number up to \$40,000 and Trustee Cox agreed that \$40,000 would be an appropriate amount to contribute. Trustee Seeley made a motion to approve \$40,000 in Financial Assistance to PRWUA for legal fees in the lawsuit with Sanpete Water Conservancy District. Trustee Clark seconded the motion. The motion was passed unanimously. Mr. Butcher thanked everyone involved with Carbon Water Conservancy District on behalf of Price River Water Users Association. Mr. Butcher stated our cooperation is very much appreciated.

8. Upcoming Training Opportunities.

Chairman Richens noted the training opportunities that are available this year. The Utah Water Users Association has their annual meetings in St. George again this year in March, with the Water Law session on Monday the 16<sup>th</sup> and the Workshop on the 17<sup>th</sup> and 18<sup>th</sup> with many various breakout sessions that are both informative and educational. Chairman Richens encouraged anyone that could go to attend. Expenses concerning the registration fees, hotels and mileage are reimbursable at standard state and/or federal per diem and mileage rates. Chairman Richens also stated the Dam Tender Training sponsored by USBR is scheduled for March 24<sup>th</sup> in Orem. This is required by the USBR for Dam Tenders annually.

9. Discuss and Consideration of Changing Board Meeting Cadence from Quarterly to a Bi-Monthly or Monthly Schedule.

Chairman Richens stated this item is to consider meeting more often than we have in the past. Chairman Richens stated that CWCD has from as far back as anyone can remember met on a quarterly basis with any necessary additional meetings to be scheduled as necessary between the quarterly dates. Trustee Cox stated that he has already expressed this before, but he thinks we should be meeting a lot more often than quarterly. Trustee Cox stated that he thought we would be a better and more informed board if we were to meet more often. Trustee Cox stated he thought financial reports on a quarterly basis is sufficient, but we could possibly have shorter meetings and not have to cover everything in one meeting every quarter. Trustee Cox also stated he thought we could maybe introduce some training sessions to give the trustees a better understanding of our operations as well as have some presentations from associated agencies that we work with such as PRWUA, Utah Water Rights and the River Commissioner. Trustee Seeley stated that meeting more often could help us in other ways such as reducing the need to Ratify some of the decisions that might need to be made in between our Quarterly meetings. Trustee Seeley expressed the opinion that monthly meetings might be too often, but he stated he would be in favor of meeting every other month instead. USBR Liaison Officer Bryan Schmutz told the group that many of the boards he is associated with meet on a monthly basis except for July and December which are the months where it is difficult to get everyone together at the same time in a meeting. Trustees Cox and Seeley both mentioned that we have discussed the need for a General Manager to handle many of the day-to-day operations of the district and there are times when these projects make it difficult on Chairman Richens because without a manager, these responsibilities fall upon the Chairman. Chairman Richens stated that would be especially true if the Lower Basin Reservoir were to be built. Even with the upcoming gate replacement project it is sometimes difficult for him to perform his duties and communicate with USBR and/or contractors in a timely manner and still be available for his full-time duties with his employer. Chairman Richens shared a suggestion from USBR Engineer James Sheridan that we consider hiring a part-time consultant to work on these projects as needed and the consultant could possibly relieve Chairman Richens of some of these time-consuming duties. Trustee Cox mentioned that all of these suggestions will require more involvement from all of us. Trustee Seeley stated that he supports the idea of hiring a qualified part time consultant to assist in reviewing plans, managing projects on an as needed basis, realizing there will be times when the consultant might not be needed and other times when there will be a lot to do. Trustee Seeley stated this makes more sense to him than hiring a full-time manager.

Chairman Richens noted that he has a reference RFP from another District and he would be willing to review this document and possibly adapt it to CWCD's anticipated needs and then to share and discuss the RFP with the Board over the next couple of months. Trustee Seeley stated he thought the RFP should be sooner rather than later so we could be ready to go with a consulting program when the need arises. Discussions were held concerning local engineering firms or larger firms to consider for consulting. Further discussions were held concerning monthly meetings and training or educational subjects to be considered. Chairman Richens stated if we do make a change to the schedule, his suggestion would be that we do it for 2026 on a trial basis and then reevaluate next year to see how it works out. Trustee Clark made a motion to Change CWCD's meeting schedule to Monthly Meetings on the third Tuesday of each month with the understanding that if there is nothing important to discuss for a particular month then the meeting will be cancelled. Trustee Cox seconded the motion and the motion was passed unanimously.

**10. Review and Discuss Possible Changes to Officers and Trustees Stipends and Compensation for Extra Meetings.**

Chairman Richens stated this was brought up by Trustee Cox at our last meeting. Chairman Richens stated we are unable to make changes to compensation for board members without having a public hearing, so no action can take place until December on this agenda item. With the change in our meeting schedule officers and board members Stipend would remain the same for the regularly scheduled Quarterly Meeting and the additional monthly meetings would just count as extra meetings. Chairman Richens asked Clerk Odendahl what the current compensation rates are. Clerk Odendahl stated the Chairman's Stipend is \$1,000 per Quarter. The Officers Stipend is \$375 per Quarter; Trustees receive \$250 per quarter and extra meetings are \$150 per meeting for Officers and Trustees alike. Clerk Odendahl also noted that mileage reimbursements are based on standard IRS mileage rates which were 70 cents per mile in 2025 and 72.5 cents per mile in 2026. Clerk Odendahl stated it would do very little good to increase the chairman's stipend because there is a cap of \$5,000 per year for trustees of special service districts and the Chairman has almost always reached that maximum, so a raise in stipends or extra meetings would not be beneficial for the chairman. Chairman Richens stated that the \$5,000 maximum was changed last year and there is no limit now. Chairman Richens stated there will be no action on this until December.

**11. Discuss and Determine CWCD Plans for 2026 Water Share Leasing Plan. Price and Schedule.**

Chairman Richens stated we would table this item until February or March. Chairman Richens stated there are 2 important dates to consider for water share leases this year. One is March 1<sup>st</sup> when a decision will be made on the Change Application to continue with the DMPP for this year. Then the next date is when PRWUA will auction off the PacifiCorp shares in March with sealed bids. We typically try to follow close to what PRWID leases their shares for and PRWID usually makes that decision in March. Chairman Richens asked Clerk Odendahl if the March meeting would be a good time to schedule this item and Clerk Odendahl stated March would be a good time for this subject. Discussions were held concerning what the delivery rate will be for each share for the year, higher anticipated demand for irrigation water this year and if we should or could increase our participation in the DMPP program this year. If we add more shares to the program, we could possibly make more money by adding more shares to the program at a price higher than we can lease the shares for, but it would also reduce the number of shares available to the community. The consensus was that

money was not always the most important factor and that we should make the shares not already committed to the DMPP Program available to the community.

12. Discuss and Possible Approval of Quote for Agreed Upon Procedures Process for 2025.

Clerk Odendahl informed the group that in last years quote for the Agreed Upon Procedures, Aycock Miles & Associates included in their proposal quoted costs for the following 2 years as well as the quote for 2024. Last year, we accepted the proposal from Aycock, Miles and Associates for a cost of \$3,960 and Keddington & Christensen 's quote was for \$4,900. Aycock, Miles & Associates included in last year's proposal a quote of \$4,100 for 2025 and \$4,300 for 2026. Clerk Odendahl asked the trustees if it would be ok to accept the quote for 2025 as it is still a lower cost than what Keddington & Christensen's proposal was for last year's Agreed Upon Procedures. Clerk Odendahl asked the group if it would be ok to engage Aycock Miles & Associates to do the work again this year based on the proposed cost. Chairman Richens asked how Aycock Miles & Associates was to work with last year and if they did a good job. Chairman Richens was specifically concerned if last year's AUP caused more work for Clerk Odendahl or Assistant Finance Director Jensen than in past years. Clerk Odendahl stated their work was fine, accurate and as far as Clerk Odendahl was concerned it seemed like he spent less time answering and responding to their questions than in previous years. Assistant Finance Director Jensen also stated Aycock, Miles and associates was good to work with. Ms. Jensen stated the process to upload the requested documents was easier and seemed to take less time than it did in past years. Chairman Richens stated as long as the process was not harder or causing more work for our people it seemed like a good direction to go. Trustee Cox made a motion to approve the proposal from Aycock, Miles & Associates to perform the Agreed Upon Procedures for 2025. Trustee Seeley seconded the motion. The motion was passed unanimously.

13. Review Required training for Board Members.

- a. Open & Public Meeting Act Training. (Annual)
- b. Board Member Training (New Board Members or Every 4 Years)
- c. GRAMA Training for Record Officer (Annual)

Chairman Richens reminded everyone that Open & Public Meeting Training needs to be done annually. Our inhouse Attorney (Christian Bryner has presented this training to the board in past years, but there is an online training session available from the State Auditor's website also. The Board Member Training is done online by each person individually, and the GRAMA Training is completed individually on line by the Records Officer (currently the Clerk)

14. Report on Ongoing Business Matters or any New Business.

- a. Report on Fencing Repairs at Spillway.

Chairman Richens reported that Dam Tender RJ Davis had asked BODEC for a Quote. Chairman Richens asked further questions when the quote was received and has yet to receive answers. RJ has also discussed this with UDOT and one of their suppliers but the posts would have to be engineered which takes time and money. Mr. Davis stated he could talk to a welder and get new fenceposts fabricated that would mount to the bridge and we could start over again with new fencing structure on the bridge. Chairman Richens and RJ both think we could get a good fabricator to build stronger posts than what is currently in

use. RJ will pull one of the old posts off next time he is at the dam and bring it down so we can figure out a better & stronger replacement for the posts.

b. Report on UCRC Utah Diversion Metering and Telemetry Program Application.

Chairman Richens stated that our application is in and we will see if they are willing to fund a Flat Crested Weir below Scofield Dam. Then USGS can move the existing stream gauge to someplace where it will provide better and more accurate information than it currently is at the location below the dam. River Commissioner Derris Jones stated that Tommy DeHart from Trout Unlimited is also working on finding funds for a low flow weir below the dam. Maybe between the application Chairman Richens submitted and what Mr. DeHart is applying for, we can come up with a solution to get accurate flow measurements below Scofield Dam for both low and high flows. Chairman Richens stated that even though we were told that Stream Gauges are plenty accurate, at least in this specific location, we have found out that Stream Gauges are not accurate and we will continue to pursue ways to get more accurate measurements at the location below the dam.

c. Report on Status of Colorado River Authority of Utah – DMMP Field Fallowing and Reservoir Storage Forbearance Programs for 2025.

Chairman Richens stated that the Change Applications are still out there waiting for a decision. The deadline is the 1<sup>st</sup> so we should know soon what is going to happen. We will leave this open for further reports and we will also talk about this at the meeting tomorrow with Mark Stilson.

d. Report on Results of TVA Regulating Gate Inspection and Related Information.

Chairman Richens reported that we have some information resulting from the TVA Inspection last fall. The bottom line is \$1,438,662 for engineering, materials and installation. Chairman Richens stated there were some items listed in the proposal that he didn't fully understand what they were trying to accomplish, so he has sent questions back to TVA and we are still waiting for those answers. Chairman Richens stated that James Sheridan and other USBR people are concerned with compatibility of the different types of materials proposed in the estimate, so they are working through those details. At a high-level Chairman Richens said this is a 1.4-million-dollar project and has a 2026 – 2027 timeline. Chairman Richens stated he would still like to see this go through phases separately so ideally, we would be looking at Engineering, then Equipment fabrication, purchases, etc. and then finally an Installation phase. Trustee Seeley asked about the 1.4 million costs. Chairman Richens stated this is not just the gate, but it includes the stem that goes up through the gate, Stem guides, then there are the ladders, which we have been asked to replace for the past 8 years, which are in 2 different sections, then new platforms and the actuator on top. Chairman Richens explained that this is all just for the regulating Gate, not the safety gate which we don't get into very often, but even though the safety gate doesn't need to be replaced, he would like to see the other components made the same for both gates which would involve a new stem, actuator and a stub adapter to adapt the new components to the old safety gate and the upper ladders and platforms which need to be replaced because BODEC stepped through one of the platforms several years ago. James Sheridan is still working on materials with the technical services people in the Denver group. Chairman Richens is still looking for revised quotes and once he gets all the information and is certain all the materials will be compatible, he will send the information to everyone for their review.

e. Report on Possible Solutions for Repairs Needed on South Bank Slope Protection.

Chairman Richens stated BODEC has quoted this item. Dam Tender RJ Davis reported that BODEC quoted \$3,300 to repair the chain link material with new hog rings, remove the dirt and rocks underneath that are causing problems. Chairman Richens stated he thought we should wait until after Spring to make the repairs because if we do it now, more stuff is just going to work its way underneath the chain-link materials come Springtime.

f. Update on Piezometer Automation.

Chairman Richens asked USBR Liaison Officer Schmutz if there was any new information on the Piezometer Automation. Mr. Schmutz stated this project is still in the queue.

g. Price River Water Resources Committee Update.

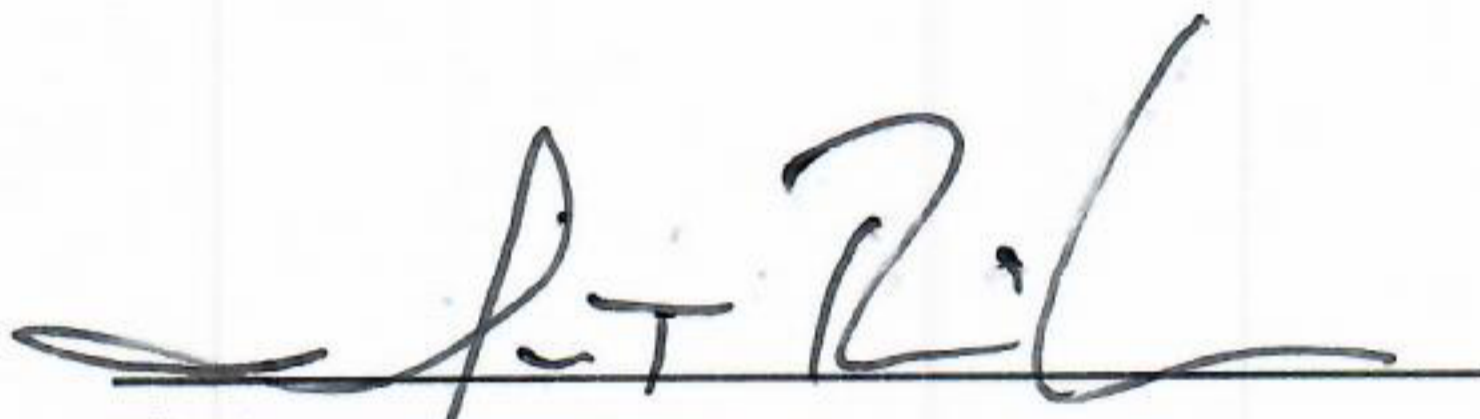
Trustee Seeley reported there are no updates on the PRWRC

h. Any other items or new business to discuss.

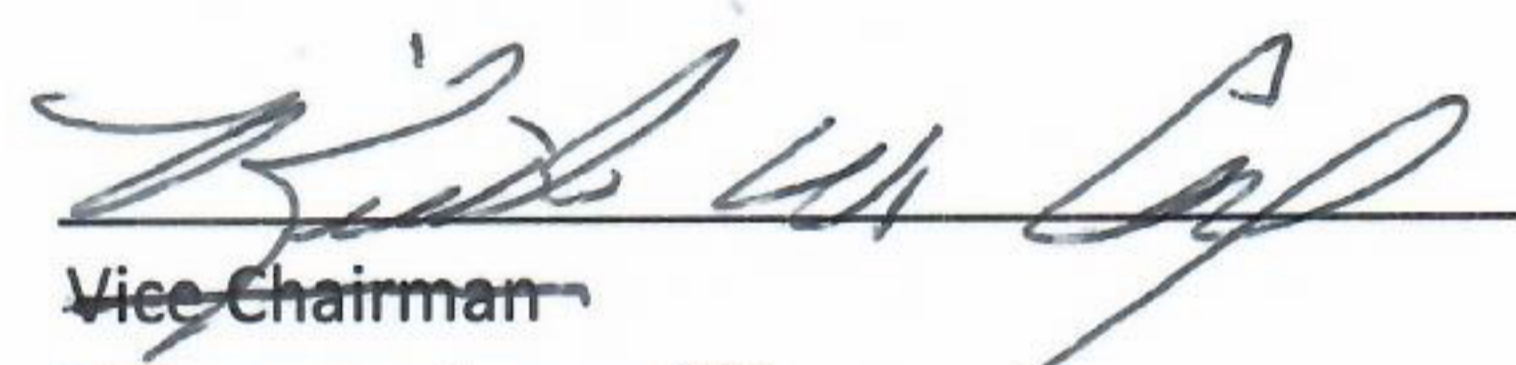
There were no additional items to discuss.

15. Adjourn Meeting.

There was no further business to discuss. Trustee Cox made a motion to Adjourn the meeting, and Trustee Seeley seconded the motion. The motion was passed unanimously and Chairman Richens declared the meeting closed at 4:58 PM.



Chairman



~~Vice Chairman~~  
Treasurer

