

# JENSEN WATER IMPROVEMENT DISTRICT

MEETING APPROVED  
MINUTES

APRIL 16, 2026 6:00 P.M.

JWID OFFICE

5950 S. 8500 E.  
JENSEN, UT 84035

<b>MEETING CALLED BY</b>	Randan Vincent
<b>TYPE OF MEETING</b>	Regular Scheduled Board Meeting
<b>FACILITATOR</b>	Randan Vincent
<b>NOTE TAKER</b>	Trudy Wheeler
<b>ATTENDEES</b>	<b>Board Members:</b> Randan Vincent, Russell Tomlinson, Jake Wilkins, Lorn Ruppe, Monty Pratt-On phone <b>Employees:</b> Trudy Wheeler, Travis Ruppe <b>Community Participants:</b> Brooks Jones (Jones & Demille Engineering), Craig Nebeker (Sunrise Engineering), Rick Buist, Rich Mahoney (Crossroads Accounting), Ronda McDonald, Mike McDonald

Agenda topics

## TOPIC: REVIEW BOARD MEETING MINUTES 3-19-2026

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

## TOPIC: RICH MAHONEY – REVIEW OF DOCUMENTS

<b>DISCUSSION</b>	Has no questions, currently.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

## TOPIC: WATER CONNECTION - MIKE & RONDA MCDONALD 9430 E BRUSH CREEK RD

<b>DISCUSSION</b>	Ronda is here they would like to move the meter they previously got approved on. Trudy added that the old meter has expired and she had them create a new application. They would like to put it on the corner of Buckskin Hills and Brush Creek Road. Discussed locations of where the irrigation pipelines are.		
<b>CONCLUSIONS</b>	Russell made a motion to reapprove and move meter, Lorn 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved. All previous terms apply and IF we must bore you will also be responsible for that cost.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: SUNRISE ENGINEERING**

<b>DISCUSSION</b>	Craig addressed the Asset Management plan. He reached out to DDW and they are no longer doing planning grants for asset management. CIB will match at 50% but they do want the in-depth plan. Sunrise can add it to the master plan and complete it for the \$10,000 we previously motioned on. CIB in 2028 will start requiring the asset management plan.		
<b>CONCLUSIONS</b>	Move forward with last month's motion and start the asset management plan.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: JONES & DEMILLE ENGINEERING – REDWASH LINE EXTENSION/CHANGE ORDER**

<b>DISCUSSION</b>	Revised plans show the 1600' extension and replace a valve. \$89,370 is the cost, it may consist of a change order, but we would be slightly under CIB allotment. We do have to inform Candance of the details and get approval for the extension. We may have to meet with the board in June. Discussed getting a survey to make sure we don't go into the property owner's land.		
<b>CONCLUSIONS</b>	Russell made a motion to approve the cost and line extension and send it to CIB. Lorn 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved.  Russell made a motion to approve cost for a survey for the line extension. Lorn 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: VAC TRAILER**

<b>DISCUSSION</b>	Monty addressed, is this the best thing for our system to purchase and the right place for our money to go to? Worried about labor and cost. It would help with our lead and copper inventory plus with the meter cans to find our lines and the bottom of setters. With our future lead and copper, it would cover the cost we would have to pay just in labor hiring someone else. Monty will remove his objection to it, but he doesn't feel it's a good idea right now. We would need to hire contractors to finish the lead and copper or purchase this machine. We need to check on insurance can be pulled with a ¾ ton. Currently on grant we have spent \$45,136; Sunrise might use another \$5,000 for a total of \$50,136. Total grant is \$96,000 with remaining \$45,863. So, a total of approximately \$11,000 would be needed. We will need to clean the hose every time after using it so it doesn't get clogged. We made a motion to proceed; this was just a final discussion to pull \$12,000 out of PTIF.		
<b>CONCLUSIONS</b>	We made a previous motion to purchase it; we will proceed and move forward with the purchase.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: MEDICAL AND DENTAL RENEWAL**

<b>DISCUSSION</b>	Medical went up 4.7% and dental went up 2.9%. Budget did have a 10% increase. \$117.82 medical \$3.84 for dental.		
<b>CONCLUSIONS</b>	Russell made a motion to accept the medical and dental renewal. Jake 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: BOR-WATERSMART AGREEMENT REVISION**

<b>DISCUSSION</b>	We made a motion last month under the office report. We need it as an individual topic. Motion was made: Monty made a motion to amend the agreement to update and revise the budget with Bureau of Reclamation for our WaterSmart grant and work with Sunrise if needed. Lorn 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Lorn Ruppe-For. Absent: Jake Wilkins. Motion passed; board approved.		
<b>CONCLUSIONS</b>	Randan asked to Ratify the previous motion and then the motion is made. All board individually voted to ratify the previous motion. Russell-Yes, Lorn-Yes, Monty-Yes, Jake-Yes, Randan-Yes. Motion ratified and passed. Board approved		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: OPEN BIDS FOR LEASE OF IRRIGATION SHARES**

<b>DISCUSSION</b>	Jensen Water has 4 shares for lease and put it out to sealed bids. They can bid on 1 or all 4. Hislop \$400 per share for 4 shares, Murray \$301 for 2 shares, \$250 for 2 shares, Shelley \$165 a share for 4 shares, Gross \$1500 per share for 2 shares, Shue \$700 for 1 share, Dudley \$208 per share for 2 shares.		
<b>CONCLUSIONS</b>	Russell made a motion to accept the sealed bids as stated, Jake 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved. Gross 2, Shue 1, Hislop 1.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: PARKING LOT/ASPHALT**

<b>DISCUSSION</b>	Parking lot improvements we received 3 bids, Hacking Paving \$6,046, Allred Seal Coating \$4,740, CKC Operations \$3,752.01. It will involve patching 3 small spots, and an L patch in the front, a large pothole. They will do crack seal and seal coat in addition to patching of pavement. Allred will use a water base seal coat where others most likely use oil base and water base will last longer, he will power wash and clean the asphalt well and clean the crack next to the sidewalk. CKC will clean the asphalt surface to remove dirt, debris and vegetation. Allred does well and 2 have used them personally. CKC does well on asphalt, but comments advised us to use caution on patches as have heard their patches aren't holding up.		
<b>CONCLUSIONS</b>	Russell made a motion to accept Allred, Jake 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: HEATER INSPECTION**

<b>DISCUSSION</b>	Trudy talked to Kirk Majors with Majors Heating and Plumbing who is also our customer to come twice a year March and October to check and sign off on the heaters and water heaters. Advise us if any repairs are needed. Do we want a contract or just use labor rate and have him sign a log.		
<b>CONCLUSIONS</b>	Russell Tomlinson made a motion to move forward with Kirk Majors for inspection on an hourly rate. Lorn 2 <sup>nd</sup> the motion. All board members voted: Randan Vincent-For, Russell Tomlinson-For, Monty Pratt-For, Jake Wilkins-For, Lorn Ruppe-For. Motion passed; board approved.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: OFFICE REPORT:**

<b>DISCUSSION</b>	Q1 government reports done, Annual Records officer test completed, went to State Auditor Compliance training last Monday. This Monday meeting with commissioners to discuss Buckskin Hills will post a special meeting with Uintah County. We have an installed meter for Matt Simons we are going to move his lot, North. However, Middleton might purchase a meter and would like it in the exact spot. Discussed leaving this meter for 1-2 years and if not purchased by that time we would go and dig it up at that time. Middleton would be responsible for all costs, like the industrial park.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: MAINTENANCE REPORT:**

<b>DISCUSSION</b>	Tri county monthly samples passed, there was a sink hole on Ashley Creek Road but didn't affect our water line, Sheffer's meter installed, AV meeting with buckskin hills, met with Smiths on Redwash on where to place meter. Caden Ufford had a setter leak and had to dig up and replace. With the Redwash project there are 6 or 7 culverts that may have exposed the depth of our line.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: FINANCIAL REPORT – MONTY PRATT**

<b>DISCUSSION</b>	Review current budget <ul style="list-style-type: none"> <li>• Bank Statement - <b>Board Review and Initial</b></li> <li>• A/P Register - <b>Board Review and Initial</b></li> <li>• PTIF Accounts - <b>Board Review and Initial</b></li> <li>• Past Due and Shut off Notice List - <b>Board Review and Initial</b></li> <li>• 2026 Budget Worksheet Report - <b>Board Review and Initial</b></li> <li>• 2026 Ashley Valley Water Statement of Water Used Report - <b>Board Review and Initial</b></li> <li>• G/L Account – <b>Board Review and Initial</b></li> </ul>		
<b>CONCLUSIONS</b>	Nothing further		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**TOPIC: OPERATION DISCUSSIONS**

<b>DISCUSSION</b>	Lorn feels we should put a hold on meter sells depending on what the next winter holds. Discussed, we may not be able to as we do have available water rights.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**ADJOURN**

Russell Tomlinson made a motion to close the meeting, Lorn Ruppe 2<sup>nd</sup> the motion.

Approved Minutes