



South Weber Water Improvement District

7924 S 1900 E South Weber, UT

801-475-4749

www.southweberwater.com

District Clerk: Julie Hess (801) 475-4749

Emergency Maintenance

Freddy Loertscher (801) 675-1082

Perry McCorkle (801) 791-8372

Board of Directors

Chair: Cindi Mansell (801) 540-2486

Secretary: Sherry Poll (801) 726-9484

Treasurer: Randy Hilton (801) 675-6233

Maintenance Supervisor: Jeff Monroe (801) 726-9226

Board Meeting Minutes — September 9, 2026

Minutes for the South Weber Water Improvement District Board Meeting held Wednesday, September 9, 2026, at 5:00 p.m. in the Water District Building.

Board members present: Darren Hess, Cindi Mansell, Randy Hilton, Jeff Monroe, and Sherry Poll.

Staff present: Wendy Dahl, Julie Hess, Perry McCorkle and Freddy Loertscher.

Minutes approval for August 12, 2026 Board Meeting

Mr. Hess called the meeting to order. Mr. Hilton moved to approve the August 12, 2026 Board Meeting Minutes. Motion seconded by Ms. Mansell. Motion carried unanimously.

Maintenance Report and Business

Mr. McCorkle reported on the valve at 1515 and its associated drains. Maintenance staff discussed having the damaged valve repaired before winter, although Layne Kap had indicated that the work might have to wait until spring. Mr. Loertscher will contact him, and Mr. Hess will follow up and review the drawings.

The board discussed meter boxes that had been installed incorrectly in the Coach T Subdivision. Mr. Hess noted that the project drawings and approval letter required installation according to South Weber Water specifications. Maintenance staff discussed providing contractors with the schematic drawings and all requirements for installation before any work begins and identifying installation problems promptly so they can be corrected.

The board discussed the new connection at the Belnap property. The \$3,000 connection fee must be paid before a meter is provided and the contractor must prepare the meter box according to district specifications. Ms. Dahl will check on the property to verify if connection fees were paid. Mr. Hess stated that if everything is installed correctly, then maintenance can install the meter. They can't connect into the District pipeline unless it is done correctly. The board also discussed clarifying the process for meter installation on connections that are not part of new construction.

To improve communication on future construction projects, the board discussed holding a separate preconstruction meeting with the contractor, Mr. Monroe, and maintenance staff. Members also discussed establishing a district sign-off process with the city to document that secondary water requirements have been reviewed before construction proceeds.

Mr. McCorkle reported that valves near Harold's Way did not shut off water as expected. Mr. Hess proposed installing a new valve near 1650 E. South Weber Drive and identified this work as a priority. He discussed purchasing the valve during the off-season if the budget allows. Mr. McCorkle will speak with Layne Kap about the proposed work. Mr. Hess also proposed adding regular replacement of nonworking valves to the district's capital improvement plan.

Maintenance staff reported that three of the four valves checked near the apartments on 7550 South did not work as expected. Mr. Loertscher will show Mr. McCorkle which valve shuts off service to that property so the district map can be updated. Staff also located the individual shutoff for Cedar Loop Park, which was not shown on the map, and discussed a city-owned box at the location with a round lid that is to be replaced with a square lid.

Mr. Loertscher reported on a concern from the owner at 2063 E. South Weber Drive regarding possible property damage during meter installation. He will email before-and-after photographs to Ms. Dahl, who will draft a letter to the customer and send it to the board members for review.

The board discussed three properties with shared secondary water connections. Property #1 is the Dickamore property near the fire station, the houses at 7335 and 7345 share one meter. Mr. Hess stated that if the main service is large enough the lines could be split. Mr. Loertscher will check whether there is a double service and report back to the board.

Property #2 is on Lester Drive. Four addresses (two duplexes) share one service. A previous board decision was made regarding these properties that if there were two parcels then the lines need to be split and a new connection made; if it is just one parcel with two townhomes, it can be one connection. The board discussed providing a meter for each parcel, which would require an additional connection. Mr. Loertscher will check with Calder about the size of the existing meter.

Property #3 is the Stanger home which is connected to the secondary water service for the Lynn Poll property. The board discussed separating the connection and whether the \$3,000 connection fee should apply. Ms. Poll expressed support for charging the fee. Ms. Dahl will check whether the Stangers have been paying for secondary water service and review prior connection-fee records before the board makes a decision.

Mr. Loertscher reported that 13 meter installations on 1750 East need to be redone because the piping used is deteriorating. He also reported that nine or ten new meters are ready for installation.

Ms. Dahl reported that a meter and lid at 1411 E. Canyon Drive were damaged. She will invoice the property owner \$294 for the meter and \$27 for the lid. Because a steel lid is required at the driveway location, Mr. Hess will check whether the meter's radio is transmitting readings through it.

Mr. Hess reminded the board of the upcoming deadline for meter installations and submission of paperwork to the state is October 31.

Water Use Report, Meter Portal, and Customer Use

Mr. Hess reported that the district's water use in August was 479 acre feet, more than July but less than June. Approximately 22% of the district's water allocation remained. Recent rain improved the outlook for the remainder of the season. The final individual water-use report will be sent to the board after the season ends to show how many customers exceeded their allocations.

Review of Financials, Budget, and Invoices

Ms. Dahl presented the monthly financial report, invoices, and budget for the board's review. The board discussed discontinuing the website form for new meter connections because it carries a monthly fee. Members also discussed the approximately \$400 monthly culinary-water cost for the grass at the district office and whether replacing the grass with gravel would reduce that expense.

Ms. Dahl reported that a transfer of approximately \$43,000 to \$48,000 from escrow may be needed to meet the remaining meter project bond requirements. She will follow up with the board regarding the proposed transfer. She also reviewed the meter installation invoices and noted that the contract costs will be reconciled and itemized at the end of the project.

Financial Rate Study Discussion

The board discussed projected expenses for the next five years in preparation for a rate study. The current capital improvement budget is \$60,950. Mr. Hess proposed increasing it to \$100,000 to provide more funding for replacing aging and nonworking valves.

Mr. Loertscher said the current truck remains usable. The board discussed adding a toolbox and setting aside \$10,000 annually toward a future replacement. A used fleet truck was estimated to cost \$45,000 to \$60,000. Members also discussed budgeting \$10,000 for a new billing system. Mr. Hess suggested exploring whether the city could bill water-use overages while the district continues collecting its flat rate through the county.

The board discussed planning for meter maintenance and replacement after the meter project bond funding ends on October 31, 2026. Meter life was estimated at approximately 20 years, although individual meters may fail sooner. Approximately 30 meters broke the previous year; some failures were attributed to installations that did not allow the meters to drain properly. Maintenance staff are checking and correcting those installations. Board members discussed replacement cycles of 12 to 18 years to spread out future costs. They calculated that replacing all meters after 10 years would cost approximately \$134,000, assuming \$500 per meter installation. Mr. Hess suggested setting aside \$20,000 to \$30,000 annually, and the board discussed using \$20,000 per year in its budget projections.

The board discussed maintenance staffing and compensation. Each maintenance employee's current annual salary was reported as \$13,305.60. Mr. Hess recommended providing cost-of-living and merit increases regularly so salaries do not fall behind. Members discussed a cost-of-living adjustment in the range of approximately 3% to 3.7%, as well as an increase for the maintenance employees, who had not received a raise in two years. The board discussed increasing each maintenance salary to \$15,000, approximately 12.7% above the current amount. Together with the district clerk's \$26,000 annual salary, the three salaries would total \$56,000. Members discussed budgeting \$60,000 for salaries to allow for increases. They also considered future staffing options and the need for on-call coverage.

The board noted that system maps need to be updated so maintenance staff's knowledge is documented for future employees.

Ms. Dahl noted that projected expenses were approximately \$999,950 and that the proposed budget changes could bring district revenues or expenditures above the \$1 million threshold for a required audit. The board discussed allowing for audit costs in its projections. Mr. Hess noted that lower meter project spending could affect whether the district reaches the threshold. The board discussed conducting the rate study in spring 2027.

New Business

Ms. Dahl asked about the timeline for replacing Mr. Hess on the board. Mr. Hess said he is ready to step down. Ms. Dahl will advertise the position and begin seeking applicants. The board discussed having Mr. Hess participate in interviews; he said he is willing to assist if the board desired, and Ms. Poll supported including him in the process.

The board discussed appointing a replacement to serve the remainder of Mr. Hess's term, which ends in fall 2027. The appointee would need to run for election at that time to retain the seat. Ms. Mansell, the current co-chair, will become chair when Mr. Hess steps down.

Ms. Dahl reported that training is scheduled for the first week of November and will email the board additional information

Adjourn

Mr. Hess moved to adjourn the meeting. Motion seconded by Ms. Poll.

Meeting adjourned at 7:18 p.m.

Respectfully submitted by the South Weber Water Improvement District Clerk on this 14th day of October 2026 for Board review and approval.



District Clerk