



## South Weber Water Improvement District

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Office-Wendy Dahl (801) 475-4749

Emergency Maintenance

Mark Crookston (801) 458-6980

Fred Loertscher (801) 675-1082

### Board of Directors

Chair Darren Hess (801) 475-4320

Co-Chair Nate Reeve (801) 458-8006

Secretary Cindi Mansell (801) 540-2486

Treasurer Jan Ukena (801) 479-8749

### Maintenance Supervisor

Perry McCorkle (801) 317-6987

Minutes for the South Weber Water Improvement District Board Meeting held Wednesday, April 14, 2021 at 5:00 p.m. in the Water District Building. Board members in attendance included Jan Ukena, Darren Hess, Cindi Mansell, Nate Reeve, and Perry McCorkle.

### Rate Study Zoom Conference

Zoom conference call with Mr. Fred Philpot from Lewis Young Robertson & Birmingham. Mr. Philpot explained the projected expense information he would need from the Board to complete the Rate Study. Mr. Hess shared a draft of expenses he had prepared, which included cost estimates for Meter Projects, Capital Projects, including Future Pipeline Replacements, Water Share Purchases, and Operation/Maintenance Expenses. Mr. Hess asked the Board members to consider the expenses and respond back by email with suggestions. Mr. Philpot stated that when he receives the information from the Board, he will put together a model rate study which can then be reviewed by the Board and adjusted as needed.

### Minutes approval from the March 10, 2021 board meeting

Mr. Reeve moved to approve the minutes. Seconded by Ms. Ukena.

Motion carried unanimously.

### Maintenance Report

-The Maintenance team met several times with Cache Valley Electric to ensure the locations of all secondary lines just off Hwy 89 where they will be installing fiber optic cables to make sure no lines would be damaged during installation.

- Maintenance also met with Mr. Ben Love, from Weber Basin Water, on the East side of Hwy 89 to open the headgates located there.

-Mr. Loertscher met with Doug Dahl to get the location of his properties water boxes to mark them on the District maps.

-Maintenance will be preparing the reservoir April 16th through the 20th then turning the water on April 24th at 10:00 am to load the system and check for leaks before the May 1st start date. The Board will assist in checking for the leaks by area.

-51 meters have been installed and all but 1 have radios. Meter and radio information is in the Computer System.

-There are 18 unused lids, contractors have installed, that belong to Davis and Weber Canal Company. Maintenance will check on returning them.

Mr. Crookston and Mr. Loertscher were excused.

#### **The Loft's at Deer Run Project - Mr. Henry De Varona**

Mr. Henry De Varona was welcomed to the meeting and asked to explain his request for water for the Loft's at Deer Run Project. Mr. De Varona explained that he is requesting the water for retainage. His company has an agreement with the canal company to come across and underneath the canal and connect to his 1/3rd of an acre. Mr. De Varona has been working with South Weber City for over a year; the final request from the city is that he acquire a will serve letter for the water from the South Weber Water Improvement District. Mr. Hess asked if there will be water needed for grass. Mr. De Varona concurred and stated that South Weber City specifically asked for grass. Ms. Ukena asked if the water was going to be drained from the South side to the North side. Mr. De Varona responded yes, and that it will all be underground. It is designed to be put underground and to be a dry detention system.

Ms. Dahl emailed the landscape and irrigation plans for this project to the board.

Ms. Ukena asked if there will ever be standing water in the retaining pond out of concern for children. Mr. De Varona stated that the retention pond does not have a steep grade and he will certainly watch for any problems.

Mr. Reeve discussed the location of the meter to be installed as there are different property boundaries involved in the project. The meter location will need to be worked out before a will serve letter will be issued.

Mr. De Varona was thanked for his time in coming to the meeting.

Mr. Reeve recommended verbiage be added to the District's draft letter of requirements for service to the property. Mr. De Varona will need to secure easements from property owners stating he has permission to get the connection, run the water line, and work with the maintenance team to ensure a reliable location for the meter. The District will also need an easement for meter placement and service. That documentation will need to be provided to the District.

The Board discussed looking at options for adding water to the District's supply at minimal cost.

**Ms. Ukena moved to accept the sale of water for the Loft's at Deer Run Project contingent upon the following requirements:**

1. Customer pays for the price of the water to be turned over to the district at the cost of \$6,199.38.
2. Customer pays the \$1,000 connection fee to the District as required by all new services.
3. Customer Contracts with a contractor to install a service connection to the lot that matches standard connection details of the South Weber Water Improvement District's requirements and passes installation inspection.
4. Customer to provide documentation of a recorded easement detailing the connection to the existing South Weber Water Improvement District line and extending to the public Right of Way within the City Frontage Road. The secondary water meter to irrigate the parcel will be located within the Frontage Road public right of way placed within the park strip.
5. Customer signs a contract for service with the South Weber Water Improvement District.

**Motion seconded by Ms. Mansell. Motion carried unanimously.**

**Rate Study Follow Up**

Mr. Hess asked the board to look over the rate study expense items and provide any comments and suggestions through email by next Wednesday. Mr. Reeve mentioned keeping the customers in mind when the Board considers the expense projections and being able to justify future needs and budgets. Mr. Hess suggested the Board consider reasonable amounts within a 10-year window.

**Review of Financials and Invoice Approval**

Review of all monthly financial statements. Current invoices and payments approved. Approval for refund of overpayment for Linda Flinders.

Discussion about investing funds for higher interest rates for the District.

**Policies and Procedures Update**

Mr. Hess recommended that we update our standard pipe size to a DR14 class 200 pvc pipe. The Board agreed. The Board will provide any other comments or suggestions on policies and procedures to Ms. Mansell. Mr. Reeve recommends that we send to an attorney once we have all the updates.

**Meter Reporting Plan**

Discussion on upcoming meter reporting. Mr. Hess suggested sending monthly statements letting customers know the percentage of water used. When a certain percentage is reached, a warning letter will be sent letting the customer letting them know that at 100% usage their water will be shut off.

Mr. McCorkle asked for a printout of all the meters we have now in the system. Ms. Dahl will check on getting this report to him.

**New Business - Board, Office Manager**

Mr. Reeve reviewed the townhome area and number of paid users against the acreage.

Discussion on the 20% cutback from Weber Basin Water due to the Emergency Draught order by the Governor. Mr. Reeve and Mr. Hess will talk to a couple of the larger water users in the District and ask for their support and cooperation. In addition, all users will be asked to cut back.

**Adjourn**

Ms. Mansell moved to adjourn the meeting at 7:30 p.m. Motion seconded by Mr. McCorkle. Motion passed.

Respectfully submitted by the South Weber Water Improvement District Clerk on this 12<sup>th</sup> day of May 2021 for Board review and approval.



District Clerk