



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, February 10, 2021 at 6:00 p.m. in the Water District Building. Board members in attendance included Jan Ukena, Darren Hess, Cindi Mansell, Nate Reeve, and Perry McCorkle.

Minutes approval from the January 13, 2021 board meeting

Mr. Reeve moved to approve the minutes as written. Seconded by Ms. Mansell.

Motion carried unanimously.

Maintenance Report

-Mr. Loertscher was excused from the meeting.

-Mr. Crookston reported that the maintenance team has installed a total of 30 radios with 12 more to install. They are averaging 2 blue stakes per day.

-Cost on the 4-inch Badger meter for larger properties is \$2,800. Mr. Hess expressed concern with the Badger meters because of the straightening veins that can collect moss and algae. evoQ4 meters work with our radio system.

-The inventory of meters in the shop was reported.

-Report of customers who were issued watering infractions.

-The lid in the sidewalk at 1250 E Lester Drive was replaced so the radio can be read now.

-Excess pipes are still at the reservoir. The gentleman who is taking them will be back to get them when the snow melts.

-Mr. Crookston and Mr. Loertscher updated the maps at the office.

-Oil changes are being completed in the vehicles. Locks have been changed and new keys made for all three gates at the District building.

-Mr. Crookston requested that the board consider providing work uniforms for the maintenance workers so they can be identified by customers.

-Mr. Crookston spoke to Kim at South Weber City about the District being involved in the meetings with new property developments. Kim said she would contact our maintenance department in the future. Ms. Dahl will also inform them when a new customer pays for installation.

Mr. Crookston was excused from the meeting.

-Mr. McCorkle reported on his assignment to research the larger properties for possible metering. One farmer has 10 different leads off the district's main line. The main water line is a 12-inch line.

-Mr. Reeve asked the maintenance team to completely update the District maps with all changes and bring them to Mr. Reeve's office to scan and send to the board. Mr. Crookston will send the pdf maps to the board.

Review of Financials and Invoice Approval

Review of all monthly financial statements. Current invoices and payments approved.

Discussion on parcel 13-316-0008. Customer has a credit on account due to overpayments. The ground has been subdivided. Ms. Dahl to research and make sure that the credit is accurate before issuing a refund check.

Discussion on a change of the District credit card for office use. Mr. Hess and Mr. Reeve will go to the bank, cancel the old credit card and sign up for a new one with the current names.

Rate Study Proposals

Discussion on the Rate Study Proposal and company scoring sheet sent out by Mr. Hess. The two companies that submitted bids were Lewis, Young, Robertson & Burningham and Zions.

Mr. Reeve moved to hire Lewis, Young, Robertson & Burningham Inc. to do a rate study as delineated within the proposal received. Seconded by Ms. Mansell. Motion carried with Ms. Ukena voting nay.

Ms. Dahl will notify Zions and thank them for their submitted proposal as well as notifying Lewis, Young, Robertson & Burningham of the District's decision and inquire about a contract.

Annual Invoices and Payment Options

Discussion of annual invoices and payment options.

Discussion of using Xpress Bill Pay or payments through the website. Payment through the website was decided upon by the board. Ms. Dahl will set up the payments and send the invoice to the board for approval before mailing. Invoices to be sent to the printers by the 19th of February.

New Business - Board, Office Manager

Ms. Ukena discussed more on the late fees for invoices and making sure our customers know the new charges.

Discussion on uniforms for the Maintenance Workers. The board agreed to do a couple of shirts for the maintenance employees. The maintenance team will look for shirts and get a couple bids.

Mr. McCorkle discussed the expectations of the Maintenance workers. Mr. Reeve suggested having a job description and a scope of work outlined for them; something in writing that they can review, agree upon, and sign.

Ms. Dahl reported on the paperwork ready to send to the Grant Officer. Time frame to complete the meter install for the grant will be two years.

Mr. Hess reported on a request the district received from a developer who wants to run a line from Weber Basin to service a piece of land that is within our boundaries. Mr. Hess will check on the issue and get back to the board.

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 10th day of February 2021 for Board review and approval.

 District Clerk