



South Weber Water Improvement District

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Office-Wendy Dahl (801) 475-4749

Emergency Maintenance

Freddy Loertscher (801) 675-1082

Perry McCorkle (801) 317-6987

Board of Directors

Chair Darren Hess (801) 475-4320

Co-Chair Cindi Mansell (801) 540-2486

Secretary Sherry Poll (801) 726-9484

Treasurer Jan Ukena (801) 479-8749

Maintenance Supervisor

Jeff Monroe (801) 726-9226

Minutes for the South Weber Water Improvement District Board Meeting held Wednesday, May 14, 2025, at 5:00 p.m. in the Water District Building. Board members in attendance included: Darren Hess, Sherry Poll, Jan Ukena, and Jeff Monroe. Cindi Mansell was not in attendance. Maintenance: Freddy Loertscher and Perry McCorkle.

Call Meeting to Order

Minutes approval from the April 9, 2025, Board Meeting

Ms. Poll moved to approve the April 9, 2025, Board Meeting Minutes. Motion seconded by Ms. Ukena. Motion carried unanimously.

Maintenance Report and Business

- **Dayton Property at 7420 S 1025 E**
 - Ms. Dahl received a phone call from a buyer interested in the property at 7420 S 1025 E. The customer wanted to know if extra water could be purchased for use on the two adjoining lots that are not part of the District boundaries. The Board decided that the property in question has enough water for the lot and that it wouldn't support adding any additional water for adjoining lots. Discussion about an old valve that was buried near the Dayton property in question during recent new construction for Kastle Cove Subdivision. Mr. Loertscher reported that there was a new 6 inch line installed that will provide water and Mr. Loertscher has reminded Mr. Kap to find the District's buried valve.
- **Meter Issues**
 - The maintenance team reported on several broken meters this spring that have cracked over the winter. Around 33 meters have been swapped out so far and there are more left to fix. Mr. Loertscher spoke to Andrew from Mountainland and Supply who will replace the broken meters when they are returned.
- **Wrong Watering Days**
 - Maintenance received calls about customers who are not watering on their assigned days. Mr. Loertscher would like to see a new letter mailed out. The flyer is on the website and has been emailed to customers. Ms. Dahl also posted a link on Facebook. The board discussed that flyers are expensive to distribute and may still be disregarded. The pros and cons of having assigned water days and restrictions were also discussed. The Board may consider some changes next year.
 - Ms. Dahl did have a customer email a complaint about Veteran's Park for watering too much and on the wrong days. Mr. Loertscher will reach out to

the park managers. The Board has approved city parks to water as needed due to not being able to get through all their watering cycles during a limited time while trying to keep the water off the parks while customers are using them.

-Maintenance reported that all the weeds are mowed at the reservoir and that they did purchase the new mower discussed previously.

-Discussion about the Belnap property and a request to replace a 3 inch valve there. The maintenance team reviewed and discussed with Mr. Hess and see no reason to replace that valve. If the land is developed in the future, it will be reduced to 1 inch service. Ms. Dahl contacted Tyker Belnap about his connection fees and yearly water service fees. He will contact Ms. Dahl to take care of his fees when he is ready to connect his service.

-Mr. Hess asked how many meter connections still have pvc products. He recommends that the maintenance team inspect every one of them and if there is pvc installed, have our contractors return and replace them. Maintenance will count and report their findings. The excess cost difference from the contractor's previous bid can be discussed and may need to be reimbursed with the meter project funds.

-Discussion of the MacKay property on View Drive. Mr. Hess wants to see the maintenance team dig down at least 5 feet deep and 5 feet wide on the other side of the property line and see if the valve is there. If service is found in the street, the meters should be installed in the parkstrip. Maintenance needs to have it bluestaked to dig. Mr. McCorkle stated that the line runs east and west so it could be on the neighbor's side. Maintenance would need to get permission from the neighbors and possibly move the existing mailbox.

Maintenance team was excused.

Tate Fernelius Subdivision Approval

-The Tate Fernelius Subdivision plans for Lot 107 of the Kastle Cove Subdivision were sent to Reeve & Associates Engineering as well as emailed to Board members for review. The engineering company nor the Board Members found any problems with the proposed plans and the following motion was made:

Mr. Monroe moved to approve the Tate Fernelius Subdivision plans for Lot 107 of the Kastle Cove Subdivision contingent upon the owner complying with all District Meter installation guidelines and requirements and all connection fees being paid in full. Motion seconded by Ms. Poll. Motion carried unanimously.

Maintenance will be responsible for verification of proper placement and installation.

Lawyer Engagement Agreement

-Discussion about an engagement agreement received from Dentons Durham Jones Pinegar P.C. to act as the District's attorney on record of retainer in the amount of \$1,000. After reviewing, the Board Members agreed to have Mr. Hess sign the agreement and pay the retainer fee.

Review of Financials, Budget, and Invoice Approval

-Review of all monthly statements, approval of invoices, and budget review.

- Fraud Risk Assessment
 - Ms. Dahl presented the 2024 Fraud Risk Assessment to the Board for review and signatures.

- Approval of Petty Cash Account Transfers under \$5,000.
-Ms. Dahl discussed the Petty Cash account and the desire to keep a smaller amount there due to debit cards on the account. With all the District utilities now on auto pay coming from the same account, there will be a need to keep an eye on the balances and to make transfers more often. She requested permission to transfer funds as needed up to \$5,000 within the month from the General Account to the Petty Cash Account rather than waiting for approval at monthly Board meeting. The Board members were in agreement to have Ms. Dahl to text the Chair and the Co-Chair for approval of any bank transfers under \$5,000 from the General Account to the Petty Cash Account as needed. All financial transactions will still be reviewed at each meeting.

New Business – Board, Office Manager

- Ms. Dahl reported that she will be posting the required information for the upcoming District Seat Elections open for 3 Board Members.
- Mr. McCorkle would like to receive a debit card for maintenance purchases rather than using Mr. Loertscher's card when he is on duty. The Board members agreed. Ms. Dahl will arrange a meeting at the Bank for the account signers to get this set up.

Adjourn

**Mr. Monroe moved to adjourn the meeting. Motion seconded by Ms. Ukena.
Meeting adjourned at 6:25 p.m.**

Respectfully submitted by the South Weber Water Improvement District Clerk on this 11th day of June 2025 for Board review and approval.

_____ *Wendy Dahl* District Clerk