



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, September 10, 2025, at 5:00 p.m. in the Water District Building. Board members in attendance included: Darren Hess, Cindi Mansell, Sherry Poll, and Jan Ukena. Jeff Monroe was excused. Maintenance: Freddy Loertscher and Perry McCorkle.

Call Meeting to Order

Minutes approval for August 13, 2025, Board Meeting

Mr. Poll moved to approve the August 13, 2025, Board Meeting Minutes.

Motion seconded by Ms. Mansell. Motion carried unanimously.

Maintenance Report and Business

-Mr. Loertscher discussed the two townhomes on Lester Drive that are using one connection. Ms. Dahl will send a letter to the new owner of the property stating that there will need to be a separate connection made to one of the townhomes and the \$3,000 connection fee will need to be paid.

Homes Without Water Service on 1600 E

-Mr. Loertscher reported on 3 homes at 1600 East that are not on District maps as having secondary water service. One home was connected to the secondary water services of a neighboring home in the back yard. Ms. Dahl contacted the city to see if the properties were using culinary water for irrigation and was told that they weren't and that there were notes on lots that there was secondary water to each property. Ms. Dahl will check the contracts at the District Office.

-Discussion about a meter leak at 7460 S. 1900 E. The meter leaked when it was first installed 2 years ago, and the meter was replaced at that time. There was a second leak this week between the curb box and the sidewalk that caused flooding in a dirt area of the property and the customer's vehicle got stuck. The customer was upset and wants to make sure he doesn't have this problem again. The Contractors are scheduled to do a meter reconstruct on the property first thing in the morning. They will dig down to the bottom of the curb box, bring up the pipe and poly to repair.

-Mr. Loertscher wanted guidance on the size of meter needed for the size of lot. The Board's direction was to use a one-inch meter on all lots up to 1.1 acre.

-Discussion on the Belnap property at 7894 S 2600 E. The customer was given the schematic of hooking into the system but couldn't find the correct parts to hook up properly. Mr. Loertscher told him that it had to be done according to the schematic. Mr.

Hess stated that they need to use a few compression fittings and no clamps. Mr. Loertscher will follow up with the customer.

-Discussion on the Kastle Cove Subdivision and the trouble they have had connecting to the District's line. At this time it isn't connected according to the plans submitted because the line can't be found so the installed line is just a drain. Mr. Loertscher made a note on the map where they think the District lines are located.

-Mr. Hess asked about the radios getting installed. It's been a slower process due to the meter re-constructs. Mr. Hess said that Weber Basin is ready to get to work on the new meter reading system as soon as the radios are installed and added to the system.

Water Use Report

-The top water users were reviewed and discussed. Mr. Loertscher and Mr. McCorkle will visit with any users over 100 %. They will also check on properties that are showing errors on meters or radios.

-The August water use numbers looked good. The Board is anticipating a shut-off date of October 15th dependent upon next month's report.

Mr. Loertscher was excused.

Proposed Policies

-Ms. Mansell submitted new policies for Electronic Board Meetings, Conflict of Interest, Personal Use of Public Property, and a Purchasing Policy that were sent by email for the Board members to review and to be discussed at the meeting. The Purchasing Policy was lengthy, so the Board members discussed possibly adopting a policy to follow the State Statue on Procurement. Board members will review the Purchasing Policy further and have this item added to next month's agenda. After discussion the board made the following motion.

Ms. Poll motioned to approve the Electronic Board Meeting Policy, the Conflict of Interest Policy, and the Personal Use of Public Property Policy as part of the South Weber Water Improvement District Policies and Procedures and to defer approval of the Purchasing Policy until next Board Meeting. Motion seconded by Ms. Ukena. Motion passed unanimously.

Review of Financials, Budget, and Invoice Approval

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

-Ms. Dahl presented the Utah Association Of Special District yearly training information and asked the Board Members to let her know if they can attend.

New Business – Board, Office Manager

- Ms. Dahl reminded the Board members that she will be out of town for the October meeting and that Cindi Mansell will take the minutes.

-Discussion about problems the maintenance team is having with the contractors and the need to continually supervise the work. The maintenance team and Ms. Dahl have received several customer calls and complaints about the meter re-constructs and properties not being returned to the same condition after installation. Mr. Hess suggested putting the larger meters out for bid. Mr. Hess will send Ms. Dahl his list of larger meters to compare with the one she has. This item will be added to next month's agenda.

Adjourn

**Ms. Mansell moved to adjourn the meeting. Motion seconded by Ms. Ukena.
Meeting adjourned at 6:40 p.m.**

Respectfully submitted by the South Weber Water Improvement District Clerk on
this 8th day of October 2025 for Board review and approval.

Wendy Dahl District Clerk