



# South Weber Water Improvement District

7924 S 1900 E South Weber, UT 801-475-4749 www.southweberwater.com

**Office-Wendy Dahl (801) 475-4749**

**Emergency Maintenance**

**Freddy Loertscher (801) 675-1082**

**Wayne Stark (801) 786-9919**

**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, October 9, 2024, at 5:00 p.m. in the Water District Building. Board members in attendance included: Darren Hess, Cindi Mansell, Jan Ukena, and Jeff Monroe. Ms. Poll was excused. Maintenance: Wayne Stark. Freddy Loertscher was excused.

**Minutes approval from the September 24, 2024, Board Meeting**

**Ms. Ukena moved to approve the September 24, 2024, Board Meeting Minutes.**

**Motion seconded by Mr. Hess. Motion carried unanimously.**

**Oath of Office for Cindi Mansell**

-Ms. Dahl conducted the swearing in and Oath of Office for Ms. Cindi Mansell who filled the Board Vacancy of the Co-Chair position, replacing Mr. Nate Reeve.

**Maintenance Report and Business**

-Mr. Stark reported that 379 installed jumpers have been replaced with meters.

-There was a large leak at the address of 2125 E 7400 S. caused by one of the older pipes in the existing infrastructure springing a leak. It appeared that the glue on the old pipe had worn away. Part of the customer's basement was flooded, damaging the carpet and other items. Calder Sprinkler fixed the leak and will submit an invoice to the District. Ms. Dahl contacted the insurance company to file a claim.

-There are about 100 meters in the shop along with all the removed jumpers. The contractors are planning to start meter installations on October 16<sup>th</sup>.

-Mr. Stark was excused.

**Water Use Report**

-The Water Use Report was reviewed. The District reported a large decrease in usage. Weber Basin is looking over the numbers.

-Ms. Dahl reported on a customer at 2132 E 7775 S who was concerned about receiving a warning for over usage. Mr. Hess will stop by and check the customer's meter and verify that the meter is working correctly. Ms. Dahl will report the findings to the customer.

**Weber Basin Customer Portal Agreement**

-Board discussion about the Weber Basin Customer Portal Program. The Weber Basin program would fulfill the requirement in the State Statute for new meter grant/bonds of notifying customers of their water use. The portal will be an opportunity to notify users as opposed to sending monthly notifications. The initial cost of the program would be around \$4,500 per year and be pro-rated moving forward based on the number of meters installed. After discussions, the following motion was made:

**Ms. Mansell moved to approve the Weber Basin Customer Portal Agreement. Ms. Ukena seconded the motion. Motion carried with Mr. Hess abstaining due to his position with Weber Basin.**

**Review of Financials, Budget, and Invoice Approval**

- Review of all monthly statements, approval of invoices, and metering project finances.
- Mr. Hess recommended that after the 5 year rate increase proposal, the District continue to increase fees at a 3% rate.
- Ms. Dahl brought up discussion on the invoice for the audit conducted by Child Richards CPA & Advisors. The final invoice was \$5,000 over the amount stated in the engagement letter due to the extra time that a first time audit requires. Ms. Dahl spoke to a representative at Child Richards who offered to reduce the extra costs by half. The Board agreed and Ms. Dahl will get the payment made.
- Ms. Dahl requested to transfer \$60,000 from the Money Market Account to the AFCU General Account and \$6,000 from the AFCU General Account into the Meter Project Escrow Account to cover the District's required portion of metering project reimbursements. The Board was unanimous in agreement with the two transfers.

**Discussion about using a New Engineering Firm**

-Reeve and Associates has offered to help with the District's engineering needs. Mr. Reeve is familiar with the District's infrastructure and mapping. It was also discussed that the District could use help with new subdivision plan approvals. After discussion, the Board made the following motion:

**Mr. Monroe moved that the District change engineering firms and use Reeve & Associates. Ms. Dahl will proceed and ask for the engineering cost breakdowns of services to be presented to the Board. Motion seconded by Ms. Mansell. Motion carried unanimously.**

**Office Water Damage Bids**

-Ms. Dahl presented a new cost to the Board on repairing the water damage caused to the office as it was decided to use LVP instead of other options. The board unanimously agreed to use the new bid from Weber Paint and Glass. Ms. Dahl will get the project scheduled.

**New Business – Board, Office Manager**

- Ms. Ukena brought up the question of water district equipment being used strictly for the water district and not for employee use. Mr. Hess stated that Mr. Stark contacted him and asked permission to use a piece of equipment on a leak. The Board discussed that some of the equipment is better off being used than sitting unused. Ms. Dahl stated that the Board should have a policy about the use of District equipment. Mr. Hess suggested that one of the Board meetings be dedicated to policies and procedures as well as discussing what to do with equipment that the District no longer uses.

**Adjourn**

**Mr. Monroe moved to adjourn the meeting. Motion seconded by Ms. Mansell. Meeting adjourned at 6:35 p.m.**

Respectfully submitted by the South Weber Water Improvement District Clerk on this 13<sup>th</sup> day of November 2024 for Board review and approval.

Wendy Dahl District Clerk