

# **SOUTH WEBER WATER**

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**Emergency Maintenance:**  
Mark Crookston (801) 458-6980  
Fred Loertscher (801) 675-1082

## **BOARD OF DIRECTORS:**

Chair Jan Ukena (801) 479-8749  
Co-Chair Darren Hess (801) 475-4320  
Secretary Cindi Mansell (801) 540-2486  
Treasurer Nate Reeve (801) 458-8006  
Bd Mbr Perry McCorkle (801) 317-6987

Minutes for the South Weber Water Improvement District Board Meeting held Wednesday, January 13, 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 December 9, 2020 board meeting**

**Ms. Ukena moved to approve the minutes as written. Seconded by Ms. Mansell. Motion carried unanimously.**

### **Maintenance Report**

- Mr. Loertscher reported that he fixed a drain outside the building.
- Mr. Loertscher and Mr. Crookston updated all the maps.
- We received an order of 50 radios to be installed on the new meters put in last fall.
- Local authorities responded this week to some criminal activity on the property near the reservoir.
- Mr. Crookston replaced the security lamp outside the building above the back door.
- The Maintenance team did an inventory on the parts in the warehouse and gave a copy to Mr. McCorkle. Mr. Kap will check the inventory before he purchases new parts for repairs.
- The Maintenance team has marked 52 homes on the map for meter install in the spring.
- Discussion on priority meter installation for those who have been ticketed more than once. Maintenance will bring a list of addresses to the next meeting.
- Mr. McCorkle will study some of the bigger properties in our boundaries and price out meters.

**Mr. Crookston and Mr. Loertscher were excused from the meeting.**

### **Voting on Board Positions for 2021**

**Mr. McCorkle moved to nominate Mr. Hess for Board Chair. Motion seconded by Ms. Mansell. Motion passed unanimously.**

**Ms. Ukena moved to keep Ms. Mansell in the Secretary Position. Motion seconded by Mr. Hess. Motion passed unanimously.**

**Mr. Reeve moved to keep Mr. McCorkle as the Maintenance Supervisor. Motion seconded by Ms. Mansell. Motion passed unanimously.**

**Ms. Ukena moved to nominate Mr. Reeve as Co-Chair. Motion seconded by Mr. Hess. Motion passed unanimously.**

**Ms. Mansell moved to nominate Ms. Ukena as Treasurer. Mr. Hess seconded. Motion passed unanimously.**

**Review of Financials and Invoice Approval**

Review of all monthly financial statements. Current invoice payments approved.

Discussion on unpaid customer invoices, and late charges. Invoices that were not paid by July were sent to the County to be collected with tax payments. Discussion on increasing late fees and penalties for non-payment. Ms. Dahl will contact the County for more information on the submitting of past due invoices and customer database.

**Mr. Reeve moved to establish the following late fee schedule beginning in 2021:  
Invoices not paid by April 1st will incur a \$25 late charge.  
Invoices not paid by May 1st will incur an additional \$50 late charge.  
For customers who have not paid their invoice by June 1st, their water shut off and be a \$100 fee will be charged to turn it back on.  
Motion seconded by Ms. Mansell. Motion passed with Ms. Ukena voting nay.**

**Rate Study**

Discussion on District water rates. The last rate increase was in 1999. Mr. Hess presented a Request for Proposal for a Water Rate Study to submit to three different service providers to determine if a rate increase is warranted. Mr. Hess will email the proposal request to the board members first to review and provide comments, then Request for Proposal will be sent out.

**Adjourn**

**Ms. Ukena moved to adjourn the meeting at 7:05 pm. Seconded by Ms. Mansell. Motion carried, meeting adjourned.**

Respectfully submitted by the South Weber Water Improvement District Clerk on this 10<sup>th</sup> day of February 2021 for Board review and approval.

\_\_\_\_\_ District Clerk