



# 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, August 11, 2021, at 5:00 p.m. in the Water District Building. Board members in attendance included Darren Hess, Nate Reeve, Perry McCorkle, and Cindi Mansell. Jan Ukena was excused  
Visitor: Sherry Poll

**Minutes approval from the July 14th, 2021 board meeting**

**Ms. Mansell moved to approve the July 14, 2021 minutes as written. Seconded by Mr. McCorkle. Motion carried.**

**Maintenance Report and Business**

-Mr. McCorkle reported that the meters are not in stock and won't be in for two or three months. Meter prices are also rising.

-Mr. Crookston instructed the contractor to take a picture of the landscape before and after install so they can make sure it looks the same after installation. Maintenance has also been inspecting each install.

-Mr. Reeve asked what most maintenance calls are for. Maintenance reported they are mostly customers needing water turned on or off or help finding their curb boxes.

-Mr. Crookston reported that the maintenance issue on 2100 View Drive was caused from a drain that flooded a few back yards. Maintenance has been taking in mulch to fill up the sink hole.

-Mr. McCorkle reported that the manhole that was changed on Lester Drive is done so once the lid gets placed the maintenance workers can get in and work on it.

-Discussion about maintenance response time requirements. When on call, maintenance workers should stay as close to the city as possible. Mr. Hess recommends not setting a time limit.

-Mr. McCorkle reported on a house at 1910 E South Weber Drive, parcel is 1.85 acres. Discussion on what size of lines the customers are using. The meter at the property is not communicating with our system. Mr. Crookston will pull it out, replace it and check on the sizes of pipe being used.

-Mr. Crookston reported that the pond reading equipment hasn't been working with the app. Jessie who runs the system has communicated with Comcast and is trying to fix the issue.

-Maintenance workers will both be unavailable for a couple hours on the weekend. Mr. Reeve will be taking the maintenance calls during that time.

-Discussion on adding an extra phone for maintenance and cost of the office services. Ms. Dahl will call Comcast and check pricing on the lines we already have.

-The Contract with our installers needs to be renewed. Mr. Reeve will get the contract renewal ready to be signed.

**Mr. Crookston was excused.**

**Rate Study Review**

The preliminary rate study shows a need for increasing fees. Mr. Hess reported that State funding may allocate more resources to metering. The District's responsibility for putting in all meters would be about \$700,000. While we are ahead of many others in the metering project, we need to balance our metering needs with future pipeline replacements and keep fees affordable for our customers.

Ms. Dahl will invite Mr. Philpot to our next Board Meeting and ask that he bring his laptop and projector so that we can have a work session on the rate increase.

**Policies and Procedures Reviews**

The board has reviewed the new Policies and Procedures. This item will be added to the agenda to review yearly.

**Ms. Mansell moved to approve the Policies and Procedures as proposed. Mr. Reeve seconded the motion. Motion carried unanimously.**

**Review of Financials and Invoice Approval**

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

**New Business - Board, Office Manager**

Discussion on the valves for properties near Evergreen Sod. One of the valves serves three properties. Mr. Reeve will check to see if we have easement rights to the 4-inch and 12-inch valves.

Discussion on having someone else available when the situation arises that both maintenance workers are not available. Ms. Dahl checked with the insurance and was told that if the board has an approved volunteer person who is authorized, they would be covered by the insurance.

**Mr. Reeve moved to approve Rorie Stott as a volunteer to help the maintenance team as needed. Seconded by Ms. Mansell. Motion carried unanimously.**

Meter Reports reviewed. Discussion about over users. Item will be added to next month's agenda. Mr. McCorkle will ask Mr. Loertscher to talk to the top 6 who are overusing water and report back.

Ms. Dahl will get water shut-off letter mailed out, posted on the website and in the city newsletter.

**Adjourn**

**Ms. Mansell moved to adjourn the meeting at 7:00 p.m. Motion seconded by Mr. Reeve. Motion passed.**

Respectfully submitted by the South Weber Water Improvement District Clerk on this 15<sup>th</sup> day of September 2021 for Board review and approval.

Wendy Dahl District Clerk