

EAST DUCHESNE CULINARY WATER IMPROVEMENT DISTRICT
Duchesne County Building
Board Meeting – November 8, 2023, at 7:00 PM

The East Duchesne Culinary Water Improvement District (EDCWID) board meeting was called to order by the Chairman, Matt Betts, at 7:00 pm.

Meeting Attendees:

Board Chairman Matt Betts; Board Members Chet Clayburn, Chet Hansen, Brandon Bench, Clinton Moon. Others in attendance are Josh Byrnes, District Manager; Danny Swasey Assistant Manager; Assistant Clerk Kim Swasey and Connie Sweat; Tal Fabrizio, Debbie Fabrizio, Brady Ross, Sydney Ross; Jason Broome and Skyler Cozzens with Forsgren Engineering; Clerk JoAnn Evans taking meeting minutes.

Swearing in of New Board Member:

JoAnn Evans swore in Chet Hansen as the new board member for East Duchesne Culinary Water Improvement District.

Public Comment:

Tal Fabrizio and Brady Ross stood to tell the board that Lee Moon was going to put in a 6-inch line for the water meter for his daughter and son-in-law. It has never been done. They would like to order their house and have the water hooked up as soon as possible. Chet Clayburn stated that there is low pressure in the area they are wanting to put the house in. Matt Betts stated that this water hookup will take place, it is just a matter of when. The engineer will need to look at what needs to be first. Tal Fabrizio agreed that there is no pressure up there. They are thinking of putting in 3 more houses on that property. Josh Byrnes stated that it is all uphill and that is why there is no pressure. There will need to be a pump station put in. Brandon Bench stated we have not agreed to service the other 3 houses the Fabrizio's say they want to put in there. Matt Betts stated that we want Ross's to have a good product and so this may take a little longer than everyone hopes it will. Josh Byrnes stated that we need to plan not just for this one hookup. Matt Betts stated that we will have options available by the next meeting.

Minutes:

The board reviewed the minutes from October 4, 2023. Board member Brandon Bench made the motion to approve the minutes. Clinton Moon seconded the motion. All board members voted aye, and the motion passed.

Update on the Utah Pipeline and Tank:

Jason Broome stated that they have 2 failed attempts at crossing the river. They have stopped working on the crossing until they can figure out what to do next. They will re-visit on doing an open cut. The pilot hole they worked on went straight through.

Change Order for the Utah Pipeline and Tank:

The upcoming change orders are as follows:
#5 Open cut, not a bore. The cost will be \$85,000.00.

#6 De-watering. They have been experiencing daily changes. This will cost \$5900.00.

#7 Repairing the irrigation line. This will cost \$13,300.00. Matt Betts asked the engineer to do a cost breakdown on this change order.

#8 Repair and locating the PRU for the service line. The cost will be \$5600.00. Matt Betts asked the engineer to do a cost breakdown on this change order.

#9 Direct bore. The cost will be \$57,680.00.

Brandon Bench motioned to approve change orders 6 and 9. Clinton Moon seconded the motion. All board members voted aye, and the motion passed.

8:02 PM Board Member Chet Clayburn left the meeting.

Xpress Bill Pay Discussion:

Kim Swasey stated all the contracts for Xpress Bill Pay have been signed. It is a 3-year agreement. The setup and software will cost \$1500.00. They will have an 8-hour training course for those who will be using it.

New Hookup Forms for New Applications and Rental Applications:

This has been postponed until more information is added to the applications.

Setting Up Treasury Gateway for Direct Deposits

Board Chairman Matt Betts stated this gateway is for the purpose of direct deposit for payroll. Brandon Bench motioned to approve the gateway process. Chet Hansen seconded the motion. All board members voted aye, and the motion passed.

Delinquent Billing and Shut Offs:

There needs to be more phone calls made to make people aware that their water could be shut off. This will give them a chance to get caught up.

Update from District Manager:

Josh Byrnes stated that he believes we have already discussed everything that he had on his list.

Financials:

1. Review of financial data
2. Accounts payable
3. Bank statements
4. Budget
5. Payroll

Board member Brandon Bench motioned to approve the invoices and payroll. Clinton Moon seconded the motion. All board members voted aye, and the motion passed.

Other Business

Board member Brandon Bench stated that the board has forgotten to make JoAnn Evans the clerk to the board, and they needed to release Connie Sweat as she will be a board member in January. Connie filled the position during the transition and did a good job. Brandon Bench motioned to approve the change

for the board clerk. Clinton Moon seconded the motion. All board members voted aye, and the motion passed.


2024 Budget Discussion

Board member Brandon Bench stated that he was happy with the budget proposal that was put together with 2 corrections. Brandon Bench motioned to approve the proposed budget for next month's hearing with corrections. Clinton Moon seconded the motion. All board members voted aye, and the motion passed.

Adjourned: 10:03 PM

X 

Matt Betts
EDCWID Board Chairman

X 

JoAnn Evans
Clerk/Administrative Assistant