

BOARD OF TRUSTEES
MEETING MINUTES
APRIL 24, 2025
8:00 P.M.

BOARD OF TRUSTEES MEETING:

Meeting was broadcast online by Justin Logan remotely from St. George. Justin Logan called virtual meeting to order at 8:12 PM

IN ATTENDANCE: Justin Logan, Chairman; David Johnson, Trustee; Mark Pinnau, Trustee/Plant Operator; Brett Davis, Associate; Dan Call, associate; Linda Heusser, Clerk; Brett Davis, Associate; Porter Heusser, Records Manager;

Minutes for 27 February, 2025 Board Meeting were reviewed.

Brett Davis motioned and David Johnson seconded approval of minutes as published. Voting was unanimous.

Porter conducted review of reconciliations for the months February and March 2025. both reconciliations were not in balance. Porter will correct and email..

2025 Year to date Profit & Loss and Balance Sheet documents were discussed. Porter explained that due setting up new QuickBooks, not all information available for these statements. He will get with Dan to update.

Customer Account balances were discussed. As of 24 April, Amount owed MHID is \$2,889 and customer credit balance is \$11,366. Three (3) customer accounts in the amount of \$733 were over 30 days past due. These customers will be notified and necessary action will be taken per previously established MHID practice.

Water use report was discussed. Total use year to day is 11.5 ac-ft vs 11.7 ac-ft for 2024 208.3, leaving an unused balance of 208.3 ac-ft..

TASK ASSIGNMENTS FROM PREVIOUS MEETINGS:

1. **STATUS OF PRV REPAIR: MARK:** Installation of new PRV is scheduled for 1 & 2 May. Mark is concerned about the size of the PRV and whether or not it will fit in hole. Jose will be coming out to meet with him to make sure everything is ready to go. Mark suggested we send out notice prior to starting project.
2. **END OF LINE 100 EAST: (tabled until Spring).** MARK to complete installation of riser. Purchase frost free hydrant and "dog house." Will start in 3 to 4 weeks.
3. **PEDERSON CONSTRUCTION OF NEW HOUSE:** MARK talked to Layton City Treasurer. She is charging for 2 houses. North Davis Sewer is charging each house. Mark suggested we charge each house for Capital Improvements and a single house charge for water. Layton City agreed. Layton City is still working on the issue -Mark will keep in touch. Mark indicated Layton charges \$7 sewer collection fees per month. Justin proposed Pederson be charged for two homes \$108 Capital Improvements \$140 Water with 80,000 gallons allowed usage before overage is charged. There will be one meter and an account for each home. Dave questioned whether there are 2 separate sewer connections or if it is a wye connection. Mark reminded that North Davis is charging both homes. Mark was concerned that the Pederson's are elderly and their daughter will be living in the older house. He wonders what happens if the property is divided. Recommend an agreement be reached that they pay a hookup fee for the second meter. Justin directed Mark to talk to Layton City to see if they want a second meter. Justin wants Pederson's input regarding this situation.
4. **TRANSFER LAYTON CUSTOMERS TO LAYTON CITY:** Mark has received a call from Layton that they were receptive to transferring customers. One problem is that there is no Layton City line in Edgell Circle.
5. **KAYSVILLE CITY:** JUSTIN will schedule meeting with Kaysville to discuss Lower Boynton transfer. He has previously contacted Kaysville City but never received a response. Mark has a contact with someone in Kaysville Public Works who seems receptive to transfer.
6. **VALVE MAINTENANCE:** Brett reported he will continue work. Mark has acquired "Men Working" signs. Porter & Mark offered to assist Porter/Mark/Brett will work to identify valves so that Porter will be able to reference valves for texting customers.
7. **UPPER RESERVOIR ACCESS:** Justin will continue to work this issue with Kaysville City. He needs to meet with Josh Belnap.

8. **YARD MAINTENANCE:** Will continue. Needs 2 loads of crushed asphalt and needs to spread more fabric.
 9. **REPLACE TRANSITE:** **JUSTIN** reported that he has not had any feedback from the State. He is awaiting a callback from Brandon Jones.
 10. **REPLACE TRANSITE:**
 - a. **JUSTIN** to report on loan status.
 - b. **Porter** checked with Davis County to see if they have information regarding type of pipe above Fairfield. They did not have photos.
 - c. **WEST MUTTON HOLLOW ROAD:** Possibility of transfer to Kaysville. On hold pending funding of Transite projects
 - d. **PINEWOOD:** Possibility of transfer to Layton. On hold pending funding of Transite projects
 - e. **NORTH BOYNTON:** Possibility of transfer to Layton. On hold pending funding of Transite projects. Possibility of transfer to Kaysville. On hold pending funding of Transite projects
 - f. **WEST BOYNTON RD:** Possibility of transfer to Kaysville. On hold pending funding of Transite projects
 11. **NEED TO INCREASE RATES:** Justin led a discussion of need to change rates to support potential replacement of Transite and Weber Basin rate increases.
 - a. Need to determine how many customers will have if transfers go through with Kaysville and Layton Cities. Mark indicated there could be close to 20 customers transfers.
 - b. **JUSTIN:** will organize a meeting with Jones and Associates to take an active role in assisting with determining scope of work we actually need to do with the three areas that do not engineering complete. He would also like to see if Jones could take on the role of setting up meetings with them, Kaysville, and Layton. Mark and Dave agreed.
 - c. **JUSTIN** asked that Dan look at his email to verify his calculations.
 12. **RECURRING EVENTS: MARK**
 - a. Pumps have been lubed.
 - b. **EWE TURN HYDRANT:** Mark got a tip from Kaysville Public Works that they used a 2-Liter bottle of Coke poured down pipe to free stuck valves. He tried it and was able to free the valve.
 13. **GENERATOR: MARK** Still having problem starting. Feels there is a possible tooth missing on flywheel. He is manually starting to test, but will not start automatically on Wednesday's. He will continue to work with Johnson, Electric.
 14. **GROUP TEXTING:** Porter reported he has the list of customers and phone numbers complete. He plans to contract with a group texting company in the near future.
 15. **AWARDS FOR CLIFF AND FRANK:**
 - a. Board will visit Frank. Justin suggested we take desert. Linda will contact Frank to make arrangements.
 - b. Justin suggested taking Regina and Family out to dinner. Justin will contact her.
 16. **Fire Hydrant from Eldon Kingston. Eldon offered to sell new hydrant for \$100. Justin gave go ahead to purchase hydrant.**
 17. **ELECTIONS:** Linda reported that Dave's Trustee position is up for election. She has already had a meeting with Davis County election officials.
 - a. **The County will manage the election for approximately \$600.** Mark Pinnau motioned and Dave Johnson seconded approval to contract with the County to manage the elections.
 18. Read Meters
 19. Time & Mileage
- MEETING ADJOURNED: 9:19 pm.**