

Fruitland Special Service District Board Meeting Minutes

Date: September 12, 2024

Time: 3:00 PM

I. Call to Order

The meeting was called to order at 3:07 PM.

II. Roll Call

Attendees:

- Vicki Savage
- Bart Morrill (newly sworn in)
- Jared Kesler
- Steve Hille
- Brock Harrison
- Mike Wilkerson
- Dave Larsen
- Judy Wilkerson

III. Public Comment

No public comments were noted.

IV. Presentation

Bart Morrill was sworn in as the new board member.

V. Reports

A. Engineer Report

SCADA Systems:

- Brock Harrison, representing Jones and DeMille, provided two documents from Optical Technology Solutions (OTS) and Spectra, both SCADA providers.
- Both companies visited the properties and provided preliminary estimates.
- OTS:). OTS has a good breakdown of materials and offers a 3-year warranty. Their representative, Jade Fenn, has 15 years of experience.
- Spectra: Spectra is a well-known company, but their breakdown was less detailed.
- The board requested a formal bid from OTS and discussed holding a special meeting to secure a contractor quickly.

Mill Hollow Spring:

- Meters were difficult to obtain but will be installed by JCI this Friday.
- Funding updates: Funding should be confirmed by the end of the week. Rural Development is expected to present to the board, and the ECUAG grant will be used specifically for the chlorination project, which will be installed lower down the canyon.
- CIB funding for SCADA is expected to be a 50/50 loan and grant.

Sawmill Road Water Pressure:

- Funding for water pressure improvements in the Sawmill Road area has gone silent. Still awaiting updates on potential funding.

Lead Infrastructure Compliance:

- The Fruitland system is up to date with no lead lines, meeting EPA compliance. The No lead line inventory form has been submitted to the Division of Drinking Water for review, and a confirmation from them that it has been received.

Upper Mill Hollow:

- The state has sent a final letter regarding Upper Mill Hollow Spring, requesting a plan for handling it, even though the source is not connected.

Reseeding by Perco:

- No updates on reseeding efforts.

B. Operations Manager Report

- **MXU Installation:** Installation is ongoing, and water samples were retaken after an issue was identified.
- **Repairs and Maintenance:** Flush hydrants are mostly repaired, with the remaining repairs expected soon.
- **Source Meters:** Installation is planned for next Friday.
- **Additional Maintenance:** Sprinklers in the yard need to be fixed and will be brought to the Operations Manager's attention.

C. Clerk's Report

Financials:

- Motion to approve Financial statements were reviewed and approved by Steve and seconded by Jared.
- Bank statements and pay stubs were included in the folder with the current budget.
- Discussion included state and federal 941 tax liabilities, audits, census, unemployment reports, and loans.
- The board approved a motion to cover the clerk's medical insurance (motion by Jared, seconded by Vicki).
- Motion to approved August meeting minutes by Mike, seconded by Vicki approved.

VI. Old Business

1. **Flush Valve Replacements:** Progress is ongoing to complete this before winter.
2. **Online Meter Mapping Training:** Follow-up by the Operations Manager is still pending.
3. **Leak Repairs:** All leaks reported in the last meeting have been addressed.
4. **Water Hydrant Removal:** The board briefly discussed the removal of the water hydrant, though no new updates were provided.

VII. New Business

1. **Water Payments:**
 - A motion was passed to start charging customers when the meter becomes operable (motion by Vicki, seconded by Bart).
2. **Employee Check-ins:**
 - Employees will now check in weekly via email with board members to provide updates.
3. **Handling Aggressive Water Users:**
 - Strategies for dealing with difficult customers in the office were discussed.
4. **Water Dispensing System:**

- A possible dispensing system next to the shop was mentioned as a future consideration.
- 5. **Water Purchase:**
 - The board is considering purchasing 4 acre-feet of water, which is transferrable and could cover 4 or 5 ERCs. A motion was made to make an offer by Mike seconded by Jared. Water owner will be invited to the next meeting to discuss further.
- 6. **Operations Manager's Job Description:**
 - Discussions on the Operations Manager's job description and responsibilities were deferred for further review.
- 7. **Vehicle Cleanliness:**
 - The cleanliness of the operations vehicle was briefly mentioned and will be addressed.
- 8. Motion to vote by Vicki to elect Bart Morrell as a new board member. Seconded by Steve Hille.
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VIII. Action Items

- A summary of tasks to be completed before the next meeting was reviewed, with a focus on securing a SCADA contractor, continuing meter installations, and addressing employee check-ins.

IX. Adjournment

The meeting was adjourned at 5:22. The next meeting date and time were confirmed for Thursday October 10,2024 at 3:00pm.