

Fruitland Special Service District Board Meeting Minutes

Date: November 14, 2024

Time: 3:00 PM

I. Call to Order

The meeting was called to order at 3:01 PM.

II. Roll Call

Attendees:

- **Board Members:** Vicki Savage, Mike Wilkerson, Jared Kesler, Steve Hille, Bart Morrill
 - **Other Attendees:** Bart Powell, Eddie Roberts, Jeff Baker, Zack Taylor, Judy Wilkerson
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III. Public Comment

Eddie Roberts shared a request on behalf of Lowie Nicolette, who owns two lots and seeks to add water service to the second lot with a shared meter. The septic system has been approved, and Nicolette plans to sell the older home and potentially build a new one. The board discussed the need for a temporary connection with certain conditions, including a potential five-year connection period and disconnection requirements if either lot is sold. The board agreed to consider the proposal further and provide a response to Eddie.

IV. Approval of Previous Meeting Minutes

- **Motion:** Jared Kesler moved to approve the minutes from the previous meeting.
 - **Second:** Vicki Savage
 - **Vote:** Motion carried.
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V. Engineer's Report - Jeff Baker

- **JCI Contract Change Order:** Jeff Baker discussed the change order to reduce work scope and mobilization costs. He will send an electronic copy of the revised contract and provide signature receipts for payments.
 - **Funding and SCADA System:** The project is in the process of securing CIB funding, comprising a \$115,000 grant and a \$67,000 loan. Jeff discussed an ongoing application to revise funding for SCADA and metering, aiming for comprehensive project estimates for better funding alignment.
 - **Lower Spring Redevelopment:** Jeff noted minimal engineering costs if future redevelopment is pursued but highlighted the need to confirm water flow and water rights.
 - **Partial Work Completion:** A partial draw of \$39,071.87 for completed work was reported.
 - **Engineering Billing:** A review of the engineering billing for 2024 was provided.
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VI. Operations Manager's Report

- **Repairs and Maintenance:** Recent repairs include fixing multiple leaks and two air vac systems, as well as most meter repairs.
 - **Meter Lockout Tags:** The Operations Manager proposed using zip ties and lockout tags on past-due accounts to secure them.
 - **Hydrant Shutdown:** The Coleman hydrants have been shut down, and repairs are planned for the “Little Red” hydrant next week.
 - **Utility Detector:** A utility detector for locating meter lids will be ordered soon.
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VII. Clerk’s Report

- **Financial Approval:** The October financials were approved.
 - **Motion:** Steve Hille moved to approve the October financials.
 - **Second:** Jared Kesler
 - **Vote:** Motion carried.
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VIII. Discussion on Water System for Domestic Use

A discussion took place regarding domestic water use, noting that current domestic allocation is 1.2 acre-feet. Developers are interested in reducing usage to 0.45 acre-feet. The board discussed potential methods for monitoring and enforcing these usage limits.

IX. Public Budget Hearing

- **2024 Budget Review:** Bart Morrill presented the 2024 budget breakdown, covering major expenses. Discussion included the district’s status as a taxing district approved by the State, which could require a ballot vote for adjustments.
 - **Monthly Fees:** The board considered the possibility of updating monthly fees to align with budget needs.
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X. New Business

1. **Coleman Agreement - Easement and Right-of-Way**
 - The board reviewed the agreement with Coleman, confirming the original contract to supply six meters. Coleman is currently paying for five, with acknowledgment that one additional meter is due.
2. **Service Agreement Updates**
 - The board discussed adding a reconnection fee to the new service agreement form and prohibiting the resale of water.
3. **Cybersecurity**
 - The board watched a cybersecurity training video and discussed securing the district’s system.
 - **Motion:** Bart Morrill moved to accept Yisda as the cybersecurity provider to secure the system.
 - **Second:** Mike Wilkerson
 - **Vote:** Motion carried. The board will coordinate with the SCADA contractor to integrate security measures.
4. **Fill Station Cards**

- Jared Kesler is gathering additional information on fill stations and will report findings at the next meeting.
 - 5. **Policy on Requiring Water Shares from New Customers**
 - The board discussed implementing a policy requiring new customers to provide water shares for new connections to ensure sustainable water resources.
 - **Motion:** Steve Hille moved to adopt a new policy requiring new customers to provide water shares for new connections.
 - **Second:** Jared Kesler
 - **Vote:** Motion carried. The board will work on drafting the specific policy language and communicate the requirements to the public.
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XI. Adjournment

- **Motion to Adjourn:** Bart Morrill moved to adjourn the public meeting.
 - **Second:** Jared Kesler
 - **Vote:** Motion carried. Meeting adjourned at 6:16 PM.
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