Fruitland Special Service District
Board Meeting Minutes
Date: August 14, 2025
Time: 10:05 AM
Location: FSSD Office – Fruitland, Utah

Call to Order

Chairperson **Vicki Savage** called the meeting to order at 10:05 AM.

Board Members Present: Vicki Savage, Steve Hille, Bart Morrill, Michael Scheetz, Mike Wilkerson, Judy Wilkerson (Clerk), Zack Taylor (Operator)
Board Members Absent: None
Staff Present: Jeff Baker – Jones & DeMille Engineering
Public Attendance: Brad Wardle, Annie Crawford, Jerry Nielson, Eddy Roberts, Herman Mendez, Dave Larson

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Ratification of Between-Meeting Action – Little Red Easement Repair

Between the July and August board meetings, the board was contacted individually regarding necessary repair work to the easement right-of-way providing access to the Little Red Spring waterline repair project. All board members responded separately, and **Mike Wilkerson recused himself** from all decisions on this matter.

During construction, it was determined that road repairs were required to complete the waterline work and to ensure continued safe access for future operation, maintenance, and emergency repairs to the Little Red Spring water source. The repair was deemed integral to the District's water system facilities.

The board approved proceeding with the repair between meetings, at a cost of **$1,250.00**, to be paid from the **Impact Fee Fund** as a qualifying system improvement. The expenditure was made in accordance with the District's small purchase procurement policy under the Utah Procurement Code, with the vendor selected based on availability, proximity, and cost efficiency. The invoice for this work will be maintained in the District's permanent records.

Action: This approval was formally **ratified** during the August 14, 2025 meeting.

Public Comments

Herman Mendez – Water Connection
Herman Mendez presented notarized easements and rights-of-way and requested a water hookup. Mike Wilkerson expressed support for honoring the board's prior actions, citing a 2" line is necessary for adequate pressure. Eddy Roberts believed a ¾" line would suffice and noted a shut-off valve would be required.

Motion: Steve Hille moved to approve the connection request as presented; seconded by Mike Wilkerson. **All in favor**, motion carried.

Eddy Roberts – McCollins Account (Representing Clair Anderson)
Eddy Roberts, on behalf of Clair Anderson, requested a refund of impact fees and account closure for reserved connections that he has paid monthly since 2006. Mr. Anderson doesn't own property in the District and will not utilize them.

Motion: Steve Hille moved to contact Mr. Anderson to arrange the refund; seconded by Vicki Savage. **All in favor**, motion carried.

Cemetery Board – Irrigation

Representatives described Hwy 40 road project impacts to cemetery irrigation and proposed rerouting supply to Red Creek Irrigation, eliminating culinary water use. Eddy Roberts stated that Vern Roberts offered to donate a share, and other families in the area will be asked for additional donations to cover the water necessary.

Motion: Mike Wilkerson moved to split the cost of the connection materials with the Cemetery Board; seconded by Bart Morrill. **All in favor**, motion carried.

Engineer Report – Jones & DeMille

Jeff Baker provided updates on the CIB funding application and reviewed three cost estimates for the proposed chlorination system. He explained that the process will require multiple coordinated steps to ensure the system meets all Utah Division of Drinking Water (DDW) requirements.

The planned treatment system will include a **media filter system**, similar to a water softener, using sand or a comparable medium to remove particulates prior to chlorination. Following filtration, chlorine will be introduced to meet residual disinfection requirements. Jeff noted that the equipment will likely be housed in a **20x30 building** near the tank site, and that a small amount of additional property or easement may be required to accommodate the building footprint.

Jeff emphasized that he will:

1. **Schedule a work session with DDW** to present the proposed system design, discuss operational requirements, and obtain their formal recommendations.
2. **Confirm site suitability** for the treatment building, including property boundaries, access, and potential easement adjustments.
3. **Coordinate with contractors and suppliers** to finalize the most cost-effective equipment package that meets regulatory specifications.

He also stressed the importance of aligning the project timeline with CIB funding availability and DDW's review schedule, to avoid delays in procurement or installation.

Clerk Report

- Submission of updated CIB application and meeting schedule confirmed.
- DDW booster pump rule remains unchanged.
- Community feedback on new tiered billing structure received.
- **Impact Fee Analysis & Facilities Plan:** Last IFA completed in 1999, IFFP started but incomplete. Jeff Baker and Clerk met with Zions Bancorp to proceed with updates.

Motion: Steve Hille moved to authorize staff and Zions Bancorp to proceed with completing both the updated IFA and IFFP; seconded by Vicki Savage. **All in favor**, motion carried.

Operator Report

- SCADA system installation complete.
- Hwy 40 widening challenges ongoing.
- Coordination with Strata in progress.
- Total coliform detected at Lower Mill Hollow Spring (limited area); DDW advised resampling.
- Little Red Spring repairs complete.
- Pressure station maintenance schedule developed.

New Policy adoptions:

- **Drought & Water Shortage Management Policy** – Motion by Bart Morrill, seconded by Vicki Savage. **All in favor**, motion carried.
- **Policy on Recreational Properties Without Required Infrastructure** – Motion by Mike Wilkerson, seconded by Vicki Savage. **All in favor**, motion carried.

Financials

Motion: Bart Morrill moved to approve financials; seconded by Steve Hille. **All in favor**, motion carried.

Approval of Minutes

Motion: Bart Morrill moved to approve prior meeting minutes; seconded by Steve Hille. **All in favor**, motion carried.

Closed Session

Motion to close the open meeting and enter closed session pursuant to Utah Code §52-4-205 for legal, personnel, or water rights matters.

Adjournment

Meeting adjourned at 1:15 PM.

Board Actions Summary – August 14, 2025

1. Ratified between-meeting approval of $1,250.00 Little Red easement repair from Impact Fee Fund – **Approved between meetings; ratified Aug 14, 2025**. Mike Wilkerson recused.
2. Approved Herman Mendez water connection – Motion: Steve Hille / Second: Mike Wilkerson.
3. Approved refund of impact fees to Clair Anderson – Motion: Steve Hille / Second: Vicki Savage.
4. Approved cost-share with Cemetery Board to connect to Red Creek Irrigation – Motion: Mike Wilkerson / Second: Bart Morrill.
5. Authorized staff and Zions Bancorp to proceed with completing updated IFA and IFFP – Motion: Steve Hille / Second: Vicki Savage.
6. Adopted Drought & Water Shortage Management Policy – Motion: Bart Morrill / Second: Vicki Savage.
7. Adopted Policy on Recreational Properties Without Required Infrastructure – Motion: Mike Wilkerson / Second: Vicki Savage.
8. Approved financials – Motion: Bart Morrill / Second: Steve Hille.
9. Approved prior meeting minutes – Motion: Bart Morrill / Second: Steve Hille.

Compliance Statement
The Board of Trustees affirms compliance with the Utah Open and Public Meetings Act, the Utah Special Service District Act, the Utah Procurement Code, the Utah Impact Fees Act, and the Utah Public Officers' and Employees' Ethics Act. All conflicts of interest were disclosed and recusals noted.