

Fruitland Special Service District

Board Meeting Minutes

March 13, 2025

Call to Order

The meeting was called to order at **3:01 PM** by **Vicki Savage**.

Roll Call

Present:

Vicki Savage, Bart Morrill, Steve Hille, Jared Kesler, Mike Wilkerson, Judy Wilkerson, Zack Taylor, Dustin Cowley, Brock Harrison, Jeff Baker (via Zoom).

1. Approval of February Meeting Minutes & Financials

- **Motion to approve** both the February meeting minutes and financials by **Bart Morrill**.
- **Seconded** by Jared Kesler.
- **Motion passed.**

2. Engineer Report (Jones & DeMille)

- **EQWAG Funding Update:** Brock Harrison provided an update on the funding application. He explained the available options from suppliers, noting that costs vary significantly between **\$200,000 and \$700,000**. The team will evaluate each option in detail.
- The **funding application is ready for submission** with multiple moving parts.
- **Pilot testing** may be required before funding approval, meaning the district may need to cover some costs upfront.
 - **Possible submission of a CIB application** in case EQWAG funding does not come through.
 - A **CIB meeting** is scheduled for **April or May**, and a representative from FSSD will need to attend in case additional funding is required.
- **Source Testing:**
 - Zack Taylor has received materials for testing the **Upper Mill Hollow water source**.
 - Testing results will determine appropriate treatment methods.

3. Operator Report (Zack Taylor)

- **Rural Water Conference Update:**
 - Zack attended several classes and learned valuable information.
 - Test results from the training will be available within **four weeks**.
- **Equipment & Maintenance:**
 - The old truck has been outfitted with **new rims, lugs, and tools** and is now fully operational.
 - Recent **water samples returned satisfactory results**.
- **Meter & MXU Updates:**
 - Several **MXUs and meters were corrected** in the computer system by Zack and Judy.
- **System Improvements:**
 - A **pump may be added at the Elk Horn pressure station** to assist in filling the Mill Hollow tank. Engineers will look into the feasibility of this.
 - The Mill Hollow overflow will provide water to the trough for one month.
- **Little Red Creek Issues:**
 - Discussions on addressing **candy cane pipelines, culverts, shoring, and boulders**.
 - Engineers will be consulted to determine the best solutions.
 - Bids will be obtained for necessary repairs.

4. Clerk's Report

- The **texting platform** for public alerts has been **well-received and is proving useful**.
- The **Rural Water Conference** provided valuable insights and will contribute to operational improvements.
- **Tax Penalties & Late Fees:**
 - Questions were raised regarding past-year discrepancies in tax penalties and late fees.
- **Water Rights Updates:**
 - Leasing and purchasing **water rights remain under review** by the attorney.

5. Public Comment

- **Dustin Cowley (Oakridge Excavation):**
 - Introduced himself and his company.
 - Provided a **resume and portfolio** with credentials, insurance policies, and contractor references.
- **Jared Kesler – Water Well Discussion:**
 - Jared is interested in **evaluating the feasibility of converting private wells** into FSSD supply sources.
 - A **geological engineer** would need to assess the wells to determine their usability.
 - Jared will investigate further and report back.

6. Policies & Procedures Review

- **Code of Conduct Policy**
- **Clerk In-Office & Remote Work Policy**
- **Company Vehicle Use Policy**
- **Construction & Meter Installation Policy**
- **Contractor Hiring & Selection Policy**
- **Drug-Free Workplace Policy**
- **Employee Time Off & Emergency Leave Policy**
- **Vehicle Occupant Waiver & Agreement**
- **Code of Conduct Signing:**
 - **All board members & employees signed** the updated Code of Conduct.
- **Motion to adopt all policies and procedures:**
 - Motion by **Bart Morrill**.
 - Seconded by **Vicki Savage**.
 - **Motion passed.**

7. Motion to Adjourn Open Meeting

- **Motion to adjourn by Mike Wilkerson.**
- **Seconded by Steve Hille.**
- **Meeting adjourned at 5:47 PM.**