



## Board Meeting Minutes

Wednesday March 22, 2023 @ 6:00 P.M.  
102 West Forest Street  
Brigham City, UT 84302

In Attendance: Chairman David Forsgren, Financial Chairman Charles Holmgren  
Vice-Chairman DJ Bott, Board Members: Jay Capener, Lyle Holmgren  
Brodie Calder, Mark Larson, Joe Summers, Richard Day, Tim Munns  
Boyd Bingham

Absent: None

Staff: General Manager Carl Mackley; Assistant General Manager Jeff Humphrey; Systems  
Operations Manager Chance Baxter; Administrative Assistant Jamie Williams

Other: Scott Sandall, Tom Peterson

### **Chairman David Forsgren - Welcome**

Chairman David Forsgren called the meeting to order at 6:00 pm.

### **Invocation & Pledge of Allegiance**

Offered by Board Member DJ Bott

### **Declaration of Conflicts of Interest**

N/A

### **Adoption of the Agenda**

A motion was made by Board Member Lyle Holmgren to approve the agenda, motion was seconded by Board Member Mark Larson, all members voted aye, motion passed.

### **Financial Chairman Charles Holmgren – Financial Business**

The financial statements for February 2023 were prepared and provided to the board members. Financial Chairman Charles Holmgren has reviewed the reports and recommended the Board's approval; Board Member Tim Munns made a motion to approve the February 2023 financials, motion was seconded by Board Member DJ Bott. All members vote aye, motion passed.

### **Public Comment**

#### **Jim Flint- Hansen & Associates:**

Mr. Flint provided the Board with a progress update. Flint was provided with the report and subsequent addendum letter from Ridley Griggs, and has met with General Manager, Carl Mackley, to address points in need of clarification. Hansen & Associates is seeking a second phase of Summerland Ranches which will include (12) additional lots. They are down to four items they are awaiting input from Ridley Griggs. (1) Is there sufficient capacity in existing lines and what improvements need to be made. (2) What is the assigned mathematical value for residential connection. (3) Graphs for previous 5-years of peak month usage. (4) What installations or improvements are necessary to bring Summerland into compliance.

#### **Kyle Potter- Shareholder, Pack & Barnard Springs:**

Mr. Potter attended a Hay Symposium in January, and shared with the Board the objective opinion he received from Dr. Burdette Barker regarding Pack Barnard Springs and the possible impact of BRWCD

drilling a well; due to the topographic position, the well could possibly penetrate the same water bearing layer that feeds the spring, if this is the case, it's also possible that the well will be upgradient of the spring and could reduce the discharge of the spring. Mr. Potter asked the Board to discuss the topic and consider Dr. Burdette Barker's recommendations and take possible action at a future date.

**Adam Alexander- Shareholder, Pack & Barnard Spring:**

Mr. Alexander expressed his concerns regarding the BRWCD well and the impact it may have on the Pack & Barnard Springs and asked the Board to consider Dr. Burdette Barker's recommendations.

**2022 Audit Report – Ryan Child, Child-Richards**

Ryan Child with Child-Richards reviewed the 2022 audit report in detail. Board Member Mark Larson made a motion to approve the 2022 audit as presented, Board Member Richard Day seconded the motion; all members vote aye, motion passed.

**Legislative Session Update – Scott Sandall & Tom Peterson**

Senator Scott Sandall and Representative Tom Peterson updated the Board on the legislative session; water projects, infrastructure, agricultural water, and The Great Salt Lake were discussed.

**Board Discussion**

**Letter to State Engineer Regarding Area 29 Policy:**

Financial Chairman Charles Holmgren made a motion to authorize the letter to the State Engineer with minor clean up and present it to the Board within the next two weeks. The motion was seconded by Board Member Mark Larson; all members voted aye, motion passed. Financial Chairman Charles Holmgren made an additional motion to contact the State Engineer and request action be taken on four pending water right applications, Board Member Richard Day seconded the motion. Forsgren, Bott, C. Holmgren, Capener, L. Holmgren, Calder, Larson, Summers, Day and Munns vote aye. Bingham, nay. Motion passed.

**Response from County Regarding Support for Water Master Plan:**

Dave Forsgren: Honeyville and Deweyville in favor of master plan.

DJ Bott: Mayors in his area are in favor of a master plan.

Tim Munns: His area is in favor of countywide master plan.

Richard Day: Perry and Mantua support master plan; Willard supports it but questioned cost; South Willard did not respond.

Joe Summers: Thatcher Penrose would like to be kept updated, Bothwell will support where they can.

Mark Larson: Still getting contacts on small systems.

Brodie Calder: No report.

Lyle Holmgren: Tremonton supports master plan; did not contact Garland.

Jay Capener: No report.

Charles Holmgren: Not complete.

**General Manager's Report -Carl Mackley**

**Water Availability Policy in Conjunction with Financial Study:**

General Manager Mackley gave a report on the Financial Study. The District is studying impact fees, water rate revenue and property tax revenue as sources of income. It is anticipated that impact fees will increase for retail water sales and retail and wholesale rates will increase as well. Therefore, all new water sales should be suspended pending the results of the financial study. Chairman David Forsgren made a motion to place a temporary moratorium on any connections for (6) months or until the financial study is complete. The motion was seconded by Richard Day, all members vote aye, motion passed.

**Request State Engineer to take action on four Pending Water Rights Applications:**  
Item addressed and action taken with Letter to State Engineer Regarding Area 29 Policy.

**Project Update – Jeff Humphrey**

Jeff Humphrey updated the Board on the 4 well projects; Harper Ward and South Willard Wells are pending federal reports, Flat Canyon Well should be out to bid by March 28<sup>th</sup> with a bid closing date of April 27<sup>th</sup>. Collinston Well project went out to bid February 3<sup>rd</sup>, and a pre-bid meeting was held on February 15<sup>th</sup>.

**Trustee Reports**

**DJ Bott – reported on water in area.**

**Jay Capener – no report**

**Lyle Holmgren – reported on CBDG grant received and flooding in the area.**

**Brodie Calder – no report**

**Mark Larson – no report**

**Joe Summers – no report**

**Richard Day – no report**

**Tim Munns – no report**

**Charles Holmgren – reported on the Northern Utah Water Conference.**

**David Forsgren – no report**

**Boyd Bingham – no report**

**System Operations – Chance Baxter**

Chance Baxter updated the Board on Operations.

- 1-South Willard will be getting a SCADA upgrade in the summer.
- 2-Installation of soft start on new South Willard well to help lower power bills.
- 3-Installing 150 ft of conduit in South Willard for recirculation pumps.
- 4-Scheduling tank cleaning and inspections on Collinston & Ukon tanks

**Closed Meeting**

Closed meeting not called.

**Adjourn**

A motion was made by Board Member DJ Bott to adjourn the meeting. The motion was seconded by Board Member Boyd Bingham.

The meeting adjourned at 9:00 PM.