

Central Iron County Water Conservancy District  
Board Meeting Minutes  
March 20, 2025



**Board Members**

David Harris  
Spencer Jones  
Tyler Allred  
Paul Nelson  
Tyler Melling  
Andrew McCrea

**District Staff**

Paul Monroe-General Manager  
Mandi Williams-Office Manager  
Jessica Staheli-Public Outreach  
Kelly Crane-District Engineer  
Curtis Nielsen-District Engineer  
Tracy Feltner-District Operator  
Jeff Mckee- District Operator  
Christy Tullis-Billing Clerk  
Holden Miller-District Operator

**Others in Attendance**

Candace Schaible

**CALL TO ORDER:** •Board Member Harris called the meeting to order at 6:34 PM. Andrew McCrea led the Pledge of Allegiance. Kelly Crane offered the invocation.

**DECLARATION OF ABSTENTIONS AND/OR CONFLICTS OF INTEREST BY BOARD MEMBERS:** •None.

**CONSIDER APPROVAL OF MINUTES FROM THE BOARD MEETING HELD FEBRUARY 20, 2025:**

**Board Member McCrea moved to approve the minutes from the Board Meeting held February 20, 2025. Second by Board Member Allred. Motion Unanimous at 6:36 PM. (1:42)**

**PUBLIC COMMENT:** •None.

**CONSIDER APPROVAL OF PAYMENT OF BILLS AND ADJUSTMENTS FEBRUARY 15, 2025 THROUGH MARCH 14, 2025:** •Williams-Went over the payments to the BLM, Eosine Environmental, 8-Mile Hills waterline payment to Munford, 8-Mile Hills Tank Payment to Phaze Concrete, Rainbow Sign and Banner deposit, Wheeler Rental payment. She talked about the payments to Xpress Bill Pay, she got a report from Chase Payment Tech and went over the costs associated with it.

•Williams-Went over the credits & debits there is a lot of reverse late fees the post office is returning payments to the customers. There were some Fire Hydrant deposit refunds and paperless billing credits.

**REVIEW 2025 FINANCIALS:** •Williams-We are a quarter of the way through the year. Lots of subscriptions and trainings happen at the beginning of the year. Office expense line is higher, and truck line is higher due to start of the year payments. •Monroe-Highlighted the capital

projects. Said he talked with USDA and will be able to close out the first loan and probably the second one as well. *There was some discussion about the loans.* (17:45)

**Board Member McCrea moved to approve the payment of bills from February 15, 2025 through March 14, 2025. Second by Board Member Melling. Motion Unanimous at 6:52 PM. (17:53)**

**REVIEW, DISCUSS AND CONSIDER THE QUOTES FOR THE SIGNAGE AT**

**CANYON PARK:** ▪Monroe-Reminded the Board that this was discussed in February's meeting and the Board voiced their preliminary approval, but it wasn't on the agenda, so they didn't officially vote then. This will be informational signage at Rotary's canyon park improvements. They will be focused on water and include our logo.

**Board Member McCrea moved to approve quotes for the signage for the Canyon Park. Second by Board Member Melling. Motion Unanimous at 6:59 PM. (25:14)**

**REVIEW AND CONSIDER QUOTES FOR BLINDS FOR THE BUILDING:**

▪Monroe-Went over the quotes for blinds and what they offered. He had quotes from JJ's Window Cleaning & Blinds, All About Blinds, and Zion Window Fashions. *There was some brief discussion among the Board about the quotes and the companies.*

**Board Member McCrea moved to approve quotes for the blinds for the building from JJ's Window Cleaning & Blinds. Second by Board Member Allred. Motion Unanimous at 7:03 PM. (28:55)**

**CONSIDER THE APPROVAL OF CICWCD AN AMENDMENT TO PERSONNEL POLICIES: USE AND CARE OF DISTRICT OWNED VEHICLES MEMORANDUM, POLICY & AGREEMENT:**

▪Williams-Highlighted the program with the insurance, went over the new verbiage that has been added to the Vehicle Policy. She explained everything that the trust would like to see in the policy.

**Board Member Melling moved to approve the amendment to personnel policies: Use and Care of District Owned Vehicles Memorandum, Policy & Agreement. Second by Board Member McCrea. Motion Unanimous at 7:08 PM. (34:00)**

**WATER IMPROVEMENT PROJECT:** ▪Nielsen-Said they held the bid opening of the Cedar Highlands tank, and received 6 bids. They have vetted Inntelx (the low bid) and USDA has given their approval. Ensign Engineering recommends the construction of Cedar Highland Tank go to Inntelx. ▪*There was quite a bit of discussion among the Board about this and the timing due to the potential snow and weather in the Cedar Highlands area.*

**Board Member McCrea moved to award the Cedar Highlands Tank bid to Inntelx. Second by Board Member Melling. Motion Unanimous at 7:23 PM. (48:24)**

▪Nielsen-Said the 8-Mile Hills Tank plan is that on April 14<sup>th</sup> they'll get the foundation ready, and then piping installed. They have been holding weekly progress meetings to ensure they go quickly and efficiently. The water line that Munford is installing is going in on Iron Springs Rd

to the tank. He also mentioned that BZI is supposed to be figuring out the easement issue with their Innovation Way waterline that is on Bridal Path West's property. *▪There was some discussion about this among the board members.*

▪There was discussion about Basin 71 Well and Waterline. There is estimated to be around 6 million left in the USDA funding we received. So, we are looking to add another well and relocate the Basin 71 well. The second well will go on our property near Commerce Crossroads. We are also looking to extend the waterline along 5700 West and towards Hamilton Fort. The 6000 N & 4000 N water lines are complete and operating.

**WATER CONSERVATION: AQUIFER RECHARGE, REUSE WWTP WATER:** ▪Feltner-Said we are getting water out at the north end of Quichapa and the Western Rock Pit.

**REUSE WWTP: CONSIDER A RESOLUTION OF THE CENTRAL IRON COUNTY WATER CONSERVANCY DISTRICT EXPRESSING SUPPORT OF THE EFFLUENT**

**REUSE CONSERVATION PROJECT:** ▪Monroe-Explained that this is a resolution of support. We need to be able to show our Congresswoman that the District is behind this project, so that she can help us get funding. *▪There was some discussion among the board about this.*

**Board Member Allred moved to approve the Resolution of the CICWCD Expressing Support of the Effluent Reuse Conservation Program. Second by Board Member McCrea. Motion Unanimous at 7:42 PM. (1:07:20)**

**BASIN 14 (PVWS) PROJECT:** ▪Monroe-Today a large group went out to tour Pine Valley and discuss the PVWS Project. The group consisted of people from the State DNR, USU, Beaver County, etc. The people from USU are gathering a lot of data for the PVWS study. There have been providing updates to the BLM for the EIS.

**GENERAL MANAGER'S REPORT: OPERATIONS & PUBLIC EDUCATION:** ▪Monroe-Said the 5<sup>th</sup> grade water fair is March 25<sup>th</sup> & 26<sup>th</sup>. Williams-Said the audit is scheduled for April 25<sup>th</sup>. **(1:15:14)**

**BOARD MEMBERS REPORT:** ▪Melling-Said that Cedar City has a planning retreat, there is a project trying to go in out on Lund Hwy he talked about the issues that Cedar City is having with pressures, etc. *▪There was some discussion among the board members about the Water Users Conference.*

▪Monroe- Introduced Candace Schaible, Conservation Coordinator with the Division of Water Resources. She explained that she has been appointed as an area specialist for the DWRe, and she wanted to come to the meeting and listen to the discussion.

**ENGINEERING REPORT:** ▪ Nielson-Ensign is working on a Master Plan for the District. He said that the State wants to see more coordination and regionalization with these Master Plans, so they are working on coordinating with Enoch and Cedar while they are creating the plan.

**NEXT MEETING DATE: April 17, 2025**

**Board Member McCrea motioned to close the regular session and go into a closed session for contracts, imminent litigation, or acquiring real property and/or water rights. Second by Board Member Melling. Motion Unanimous at 8:14 PM.**

**Roll Call as follows:**

**Nelson-Aye**

**Allred-Aye**

**Melling-Aye**

**Harris-Aye**

**McCrea-Aye**

**Jones-Aye**

**Board Member McCrea motioned to adjourn the closed session and resume the regular session Board Meeting. Second by Board Member Melling. Motion Unanimous at 8:42 PM.**

**Board Member McCrea motioned to adjourn the regular session Board Meeting. Second by Board Member Melling. Motion Unanimous at 8:42 PM.**

**Meeting Adjourned at 8:42 PM.**