Hildale / Colorado City Utility Advisory Board

Thursday, October 23, 2025 at 6:00 PM

320 East Newel Avenue, Hildale City, Utah 84784

Minutes

Welcome, Introduction and Preliminary Matters: Presiding Officer

Chair Nielsen called the meeting to order at 6:05 pm.

Roll Call of Board Attendees: Utility Management Assistant

PRESENT
Chair Ezra Nielsen
Board Member (Vice Chair) Sterling Jessop, Jr.
Board Member Theil Cooke
Board Member Dale Barlow, Jr.

ABSENT
Board Member Ruth Steed

Staff Present: Jerry Postema, Nathan Fischer, Athena Cawley, Lisa Timpson

Public Present: Allen Feller

Pledge of Allegiance: By Invitation of Presiding Officer

Board Member Barlow led the pledge.

Conflict of Interest Disclosures: Board Members

No conflict of interest given.

Approval of Minutes of Previous Meetings: Board Members

1. Utility Board Minutes of October 1, 2025.

   The Board reviewed the previous meeting minutes and noted no corrections needed.

   Motion made by Board Member Barlow, Jr., to approve the minutes of October 1, 2025. Seconded by Board Member Cooke.

   Voting Yea: Chair Nielsen, Board Member (Vice Chair) Jessop, Jr., Board Member Cooke, Board Member Barlow, Jr.

   Motion Carried.

Public Comments: (3 minutes each - Discretion of Presiding Officer)

No public comments

Financial Report:

2. Approval of Utility Financial Report and Invoice Register

   The Board reviewed the Utility Financial Report and Invoice Register. Board members found the financial documents to be consistent with expectations for the new budget year, noting the utility was approximately 25 percent through the fiscal year.

Motion made by Board Member Cooke, to approve the Utility Financial Report and Invoice Register. Seconded by Board Member (Vice Chair) Jessop, Jr..

Voting Yea: Chair Nielsen, Board Member (Vice Chair) Jessop, Jr., Board Member Cooke, Board Member Barlow, Jr.

Motion Carried.

Reports:

3. Utility Monthly Report

   Superintendent Fischer provided monthly utility operational updates. Gas and sewer work continued with routine maintenance, while water operations focused on installing eight (8) meters at well sites and connected them to the SCADA system. The Jessop Avenue fill station is now operational, and the million-gallon tank rehabilitation is progressing. Nearly all items from the recent Sanitary Survey have been resolved, and the utility continues to support regional wastewater monitoring.

4. Utility Director Report and Updates

   Director Postema presented on administration and grants. The booster pump station is awaiting state attorney review. Grant work continues, with the CIB request increased to over $4.2 million and CDBG funding for wells 25 and 26 pending release. A sewer master plan work session is being organized with public and planning and zoning participation.

Unfinished Board Business:

None

New Board Business:

5. Consideration, discussion, and recommendation to the City Councils for approval of the proposed Fellar Development review.

   Director Postema introduced Allen Fellar as the developer of the proposed development.

   Allen Feller addressed the board regarding his proposed 11-acre residential development consisting of approximately 40 quarter-acre lots, beginning with the construction of four to five homes to gauge market conditions. The development will begin along Utah Avenue and expand gradually based on demand. Mr. Feller confirmed that the project will pay water assessments rather than develop independent water sources, and that planned homes will be priced under $400,000 with cinder block fencing and flexible lot sizing.

   Board members asked questions regarding the development location and potential for future commercial development, which Mr. Feller indicated would likely follow residential build-out.

   Director Postema noted that this proposal aligns with other subdivision requests currently in planning and that development agreements will be required for all new water and sewer infrastructure.

   Allen Fellar presented his sketch plan of the Fellar Development.

   Motion made by Chair Nielsen, to recommend to the City Councils and Planning Zoning Committees to approve Fellar Development with a required water and sewer development agreement. Seconded by Board Member Barlow, Jr..

Voting Yea: Chair Nielsen, Board Member (Vice Chair) Jessop, Jr., Board Member Cooke, Board Member Barlow, Jr.

Motion Carried.

6. Consideration and discussion of the draft Water Conservation Plan.

   Director Postema presented the draft Water Conservation Plan and stated that formal approval is not yet required. He informed the board that no feedback has been received from Colorado City or Hildale administration and encouraged Board Members to submit comments by email.

   Discussion with the Board included the utility's limited 24-hour water restriction during the summer due to a pump issue, the increased system capacity provided by two new wells, and clarification of a figure on page 41 representing peak summer pumping capacity of approximately two million gallons per day.

   Board Members also discussed the absence of historical usage data from 2009 to 2019 due to limitations of the previous billing system and reviewed rebate program options, including potential funding from the U.S. Bureau of Reclamation.

   Director Postema recommended scheduling a work session to review the plan in detail, with the intention of presenting it to both city councils in December or January.

7. Consideration and discussion of the Utility Billing Portal and Payments.

   Director Postema provided an update on the utility billing portal and payment system. He reported that issues arising from the transition to the Cassell billing program with ZIFT payment processing have been resolved. During the transition, unintended merchant fees were charged to customers, all of whom have since been reimbursed. Staff contacted more than 400 accounts and made 165 direct calls to assist customers. Three notifications were issued to inform customers of the system change, and the city is now absorbing merchant fees of approximately $15,000 annually. Only one customer complaint has been received since the issues were resolved. Director Postema commended staff members for their extensive efforts in assisting customers throughout the transition.

Board Comments: (10 minutes total)

Board members comments of issues not previously discussed in the meeting.

Board Member Barlow commended the Utility Crew for their work on the water tank rehabilitation project, acknowledging the difficulty of concrete and sealant grinding work and the crew's willingness to work overtime to complete the project.

8. November 2025 Utility Calendar

   The next Utility Advisory Board meeting is scheduled for November 20th. This meeting will serve as a work session to discuss the draft water conservation plan. Planning and zoning representatives will be invited to participate and provide input.

Executive Session: As needed

None

Infrastructure Improvements Advisory Committee Session: As Needed

None

Adjournment: Presiding Officer

Chair Nielsen adjourned the meeting at 6:52 pm.

Minutes were approved at the Utility Board Meeting ________________________.

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Maxene Jessop, City Recorder

Shirley Zitting, Town Clerk