

ASHLEY VALLEY WATER
& SEWER IMPROVEMENT DISTRICT
609 WEST MAIN
VERNAL UTAH

Minutes of the Ashley Valley Water and Sewer Improvement District Board Meeting, held on Tuesday January 20, 2026, at 12:00 p.m. in the conference room of Naples City Office, located at 1420 E 2850 S, Vernal Utah.

IN ATTENDANCE

Boyd Workman	Chairperson
Brownie Tomlinson	Vice-Chairperson
Max Haslem	Trustee
Dean Baker	Trustee
David Hatch	Trustee
Ryan Goodrich	District Manager
Nora Garcia	District Clerk
Allen Hacking	Assistant Manager

Chairperson Workman opened meeting at 12:03.

Present for today's meeting; Hans Leis and Jason Blankenagel with BHI. Aaron Averett with Sunrise Engineering, Brooks Jones with Jones & Demille, Craig Nebeker with Horrocks Engineers and Willis LeFevre.

No Conflicts Stated

Oath of Office

District Clerk Nora Garcia administered the Oath of Office to newly elected board members, Boyd Workman and Brownie Tomlinson for a 4-year term.

Chairman and Vice-Chairman position for 2026

Dean made the motion for Boyd Workman, to remain chairman, and Brownie Tomlinson to remain Vice-chairman, seconded by Max. Those voting yes to the above motion, Dave, Dean, Max, Boyd and Brownie.

Minutes

Max made the motion to accept December 18th, 2025, minutes, with the correction on the date, seconded by Dean. Those voting yes to the above motion Dave, Dean, Max, Brownie and Boyd.

Project Updates

New Administrative Building Update and Pay Request #4 and Change Order

Included in today's packet is pay request # 4 to BH Inc in the amount of \$419,749.90, this is for work to date completed. Ryan explained that BH Inc submitted two (2) change orders. One is in the amount of \$6,262.92, this is for improvements to the canopies. It includes the cost associated with the redesign of how the siding and canopies flush together, maintaining a proper aesthetic look and keeping moisture out. The second change order is in the amount of \$44,684.48. This is for costs associated with new power service upgrades. The power requirements for the new building are more than what is available in the existing shop meter. Dave made the motion to approve pay request #4, and the two (2) change orders, seconded by Max. Those voting yes to the above motion; Dave, Dean, Max, Boyd and Brownie.

Water Rights Study update Report

Craig Nebeker with Horrocks is present to discuss this project. Craig reported that a tool for Ryan to use to determine the water that is needed for development has been created and ready for Ryan to use. Ryan said that there are two (2) items that he is excited about with this update. When the district did the water rights policy for residential development; it was done for indoor and outdoor use. This study will do the equivalent for hotels, car washes, schools and churches and more. This tool will calculate the water needed for these types of developments. The second item is when going through the Sunset Provisions, he can look at the number that was paid for and what the water right is, it will give us an idea how many connections we have left. Boyd asked if an application for funding has been submitted to the CIB, Ryan reported that this is going to be done with district funds. The report should be ready for review by the next meeting and the board can discuss and change policy if needed.

Water Source Development Study (Vernal City Partnership)

AVWSID partnered with Vernal City to conduct a Water Source Development Study. Vernal City has received the packets for qualifications; from three (3) different engineering firms. The firms are local; Sunrise Engineering, Horrocks, and Jones and Demile. Ryan reported that he has a meeting with Vernal City tomorrow to review those submissions, and ultimately decide who to hire. The district agreed to split the cost with Vernal City 50-50.

Sewer Management Board Appointments & Stipend Approval

Chairman Workman appointed Dave Hatch and Max Haslem to remain on the Sewer Management Board, and for Manager Ryan Goodrich to sign the stipend approval when it is received from the Sewer Management Board.

Master Plan and Hydraulic Model Update Funding Application

The proposed cost for the master plan update is estimated at \$100,000. Which will be requested as a 50% grant from the CIB. This master plan update will address water rights, water source, water storage

and water treatment and water system distribution and demands. Planning will be completed for short- and long-term needs, with a focus on creating a Capital Improvement List. Ryan recommends that work be completed by Sunrise Engineering, water rights will be briefly reviewed with the current Horrocks study. Brownie made the motion to hire Sunrise Engineering and to apply for 50% grant to the CIB. Dave made the second on this motion. Those voting yes to the above motion, Dave, Dean, Max, Boyd and Brownie. The estimated timeline for this project is to begin approximately 6 weeks after the funding application is submitted.

Annexation Requests

Ryan reported that a subdivision being developed by Mike Eskelson at 500 West and 1500 South has requested to be annexed into Vernal City. The developer went through the planning and approval process before the district's policy that water needed to be dedicated for development. That only applies to phase one of this project, and Mike is looking to begin phase 2. Ryan submitted documentation to Mike on the quantity of water that would be required, and Ryan was shown that the developer had sufficient water for phase 2. Ryan signed the plat for phase two, and since that time the developer has gone to Vernal City and submitted the paperwork to annex in Vernal City.

District Logo

Ryan presented the logo's with the changes the board asked for. Dean voted to go with the one with no circle, seconded by Brownie. Those voting yes; Dean, Brownie, Max and Boyd. Dave voting no.

Receptionist Job Posting

Ryan reported that he will be posting a job listing for the receptionist position. Isaac Hatch will start the position of Assistant Manager on February 1, 2026.

RWAU Annual Conference

A reminder that the annual RWAU conference is Monday February 23 to Friday February 27. Currently Brownie and Dave will be attending along with several staff. There will be three employees testing at the conference.

November 2026 expenditures

Nora reported that expenditure on January 10th came to a total of 77,706.64, with an amount of \$59,358.68 to Vernal Winnelson for the Desert Sage Project and \$34,927.20 to this project also. Today's total is \$767,639.34, this includes \$419,749.90 BHI pay request # 4 and \$34,927.20 for the Desert Sage Project. The month total expenditure is \$845,345.98. Max made the motion to approve the expenditures for January, seconded by Brownie. Those voting yes to this motion; Dave, Dean, Max, Brownie and Boyd.

Operation Discussion

None

Max made the motion to enter closed session at 1:32 p.m., seconded by Dave. Those voting yes to the above motion; Dave, Dean, Max, Brownie, and Boyd.

Returned to **open session** at 3:46 p.m.

District Manager Evaluation

Chairman Workman wanted to thank District Manager for doing such a good job for the district. The board of trustees authorized a yearly salary of \$130,000.00, and a bonus of \$5,000.00.

Meeting adjourned at 3.52 p.m.