

**MINUTES OF THE
HEBER VALLEY SPECIAL SERVICE DISTRICT
JANUARY 08, 2026 – 4:00PM**

PRESENT: Heidi Franco Chair
Colleen Bonner Board Member
Craig Simons Board Member
Don Huggard Board Member
Doug Clements Board Member
Mike Johnston Board Member
Yvonne Barney Board Member

ALSO PRESENT: James Goodley General Manager
Bryan Provost HVSSD (electronic participation)
Eliza McGaha Secretary
Rusty Harris HVSSD
Trent Davis HVSSD

CONDUCTING: Board Chair, Heidi Franco

AGENDA ITEMS:

1. **Public Comment:** This is the public's opportunity to comment on items not on the agenda.
2. **Entity Updates:** From HVSSD Member Entities
3. **Committee Updates:** From HVSSD Committees
4. **Consent Agenda:**
 - a. Balance Sheet December 2025
 - b. Bank Reconciliation December 2025
 - c. P&L December 2025
 - d. PTIF General Fund December 2025
 - e. PTIF Impact Fee Fund December 2025
 - f. PTIF Bond December 2025
 - g. December 2025 Warrant list approval
 - h. December 2025 YTD Budget
 - i. December 2025 Board Meeting Minutes
 - j. December 2025 Public Hearing Minutes
 - k. Headworks Project – Pay Request #8
5. **Adoption of Board Meeting Schedule for 2026** – Motion to Approve (Heidi Franco – 15 mins)
6. **Board Member Appointments** – Nominations and Motion to Approve (Heidi Franco -30 mins)
7. **Dredging Project Change Order** – Discuss a potential contract change to include dredging of lagoon Cell 1A (Jim Goodley – 30 min)
8. **Manager's Report** (Jim Goodley- 30 mins)
9. **Closed Session** (Optional) – a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-205 and/or discuss personnel items.
10. **Adjourn Regular Meeting**

Heidi Franco called the meeting to order at 4:00 p.m. Ms. Franco introduced the new members of the board, newly elected mayors of Charleston Town, Doug Clements, and Midway City, Craig Simons. She asked them to tell everyone a little about themselves and asked the rest of the board members and staff to share with the new board members a little information about themselves as well.

1. Public Comment:

Chair Franco asked Josh Donegan, who was participating online, if he had any public comment. Mr. Donegan replied that he did not have any public comments.

2. Entity Updates:

Don Huggard commented that MSD's ERUs for total build out are 5594. He said he believed that the State calculates 400 gallons per day for each ERU and thought that would be a suitable number to use for planning. There were no updates for Heber City or the County.

3. Committee Updates:

Ms. Franco said there is an opening on the Personnel Committee with the exit of Brenda Christensen and will be addressed further into the agenda.

4. Consent Agenda:

- a. Balance Sheet December 2025
- b. Bank Reconciliation December 2025
- c. P&L December 2025
- d. PTIF General Fund December 2025
- e. PTIF Impact Fee Fund December 2025

- f. December 2025 Warrant list approval
- g. December 2025 YTD Budget
- h. December 2025 Board Meeting Minutes
- i. December 2025 Special Board Meeting Minutes
- j. Headworks Project – Pay Request #7

MOTION: A motion to accept the consent agenda as presented was made by Colleen Bonner and seconded by Don Huggard. The motion carried with the following vote:

YES: Don Huggard, Mike Johnston, Yvonne Barney, Colleen Bonner, Heidi Franco, Craig Simons
NO: None
ABSTAIN: Doug Clements*
ABSENT: None

*Chair Franco told Mr. Clements that he would vote next month (as he had not been sworn in as Mayor yet).

5. Adoption of Board Meeting Schedule for 2026 – Motion to Approve (Heidi Franco – 15 mins):

A copy of the proposed board meeting schedule was presented for review.

MOTION: A motion to adopt the board meeting schedule for 2026 as presented was made by Colleen Bonner, seconded by Mike Johnston. The motion carried with the following vote:

YES: Don Huggard, Mike Johnston, Yvonne Barney, Colleen Bonner, Heidi Franco, Craig Simons
NO: None
ABSTAIN: Doug Clements*
ABSENT: None

6. Board Member Appointments – Nominations and Motion to Approve (Heidi Franco -30 mins):

Ms. Franco stated that there is a vacancy on the Personnel Committee that needs to be filled and asked for volunteers or nominations to fill that vacancy. Don Huggard nominated Craig Simons to be on the Personnel Committee.

MOTION: A motion to nominate Craig Simons to serve on the Personnel Committee was made by Don Huggard, seconded by Colleen Bonner. The motion carried with the following vote:

YES: Don Huggard, Mike Johnston, Yvonne Barney, Colleen Bonner, Heidi Franco, Craig Simons
NO: None
ABSTAIN: Doug Clements*
ABSENT: None

7. Dredging Project Change Order – Discuss a potential contract change to include dredging of lagoon Cell 1A (Jim Goodley – 30 min):

Mr. Goodley explained that the dredging contract was based on dredging 3000 dry tons of material. The projections indicate that we will have about 2000 dry tons. The idea is to ask the dredging company to dredge cell 1A while they are here, which would save a lot of money overall. The cost to get things set up in the new cell is \$20,158.00 and increases the unit cost to \$1578.00 from \$1339.83. Mr. Goodley said he believed the reason for that increase is that their production rate will not be as efficient as it is currently because cell 1A is not as deep and thick as cell 1; it has more water and less solids. They will need to use more chemicals and their costs will increase.

Mr. Goodley introduced Jeff Alin with APG, the superintendent of the project. Mr. Alin agreed with Mr. Goodley’s explanation and added that it will take a lot more time to get the same amount of material and will likely double the amount of time to fill a truck. The initial cost for mobilization on the project was over \$200,000.00. Colleen Bonner stated that she thinks it is money well spent to do the change order.

Mr. Goodley explained we bonded for \$5.1 million. The original budget contract with APG was for \$4.4 million and with the change order addition of cell 1A the total project cost will come to just under \$700,000.00 of the original contract amount. There are some additional costs the district has incurred that we want to cover as well.

MOTION: A motion to accept the APG dredging project change order for cell 1A as presented and that we stay within the budget as outlined was made by Yvonne Barney, seconded by Mike Johnston. The motion carried with the following vote:

YES: Don Huggard, Mike Johnston, Yvonne Barney, Colleen Bonner, Heidi Franco, Craig Simons
NO: None
ABSTAIN: Doug Clements*
ABSENT: None

8. Manager’s Report:

Mr. Goodley presented his manager’s report.

9. Closed Session (Optional) – a strategy session to discuss pending or reasonably imminent litigation pursuant to U.C.A. 52-4-205 and/or discuss personnel items:

MOTION: A motion to move into closed session was made by Colleen Bonner, seconded by Don Huggard. The motion carried with the following vote:

YES: Don Huggard, Mike Johnston, Yvonne Barney, Colleen Bonner, Heidi Franco, Craig Simons

NO: None

ABSTAIN: Doug Clements*

ABSENT: None

The board moved into a closed session at 5:17 p.m.

The board moved out of the closed session at 6:18 p.m.

10. Adjourn Regular Meeting:

The motion to adjourn was made in the Public Hearing as follows:

MOTION: A motion to move out of the closed session and into the open session and adjourn was made by Mike Johnston, seconded by Don Huggard. The motion carried with the following vote:

YES: Don Huggard, Mike Johnston, Yvonne Barney, Colleen Bonner, Heidi Franco, Craig Simons

NO: None

ABSTAIN: Doug Clements*

ABSENT: None

The meeting was adjourned at 6:18 p.m.

APPROVED on this 12th day of February, 2026.



Heidi Franco, Chair



Eliza McGaha, Secretary