Ashley Valley Sewer Management Board

MINUTES OF THE ASHLEY VALLEY SEWER MANAGEMENT BOARD
MEETING HELD
August 12, 2025

Regular Monthly Meeting

This regularly scheduled meeting was held Tuesday August 12, 2025, at 5:00 p.m. at the Vernal City Offices. Board Members present were Chairman Max Haslem, Corey Foley, Richard Jolley, Nolan Jackson, Dave Hatch and Randel Mills. Employees in attendance were Dean Gibbs and Amiee Peterson.

Chairman, Max Haslem, called the meeting to order at 5:00 p.m.

Approval of July 8, 2025, Monthly Meeting Minutes:
Corey Foley makes the motion to approve the July 8, 2025, meeting minutes, Richard Jolley seconded, and the motion passed with affirmative vote by Nolan Jackson, Randel Mills, Dave Hatch and Max Haslem.

Manager's Report:
Review Connections & Budget Report:
Dean Gibbs reviewed the Connections & Budget Reports.

Flatbed Equipment Trailer Purchase:
Dean Gibbs stated the plant is purchasing a Flatbed Equipment Trailer. Dean Gibbs stated he would purchase the trailer from Wasatch Trailer Sales in the amount of $6,980.00.

Lift Station Rehabilitation Project Update:
Pre-Construction Meeting items: Dean Gibbs stated the Pre-Construction meeting was held at the treatment facility and in attendance were Richard Wallis and himself, Jeff Beckman and Steven Meyer representing Bowen Collins & Associates, Trent Tomlinson and two project foreman representing Stubbs & Stubbs, two sub-contractors and one supplier. Dean Gibbs stated the discussion included Submittal of Invoices, Change Orders, By- Pass Pumping and weekly progress meeting updates. Dean Gibbs stated a notice to proceed was given to Stubbs & Stubbs for the project.
Odor Control System Delivery: Dean Gibbs stated the odor control system would be shipped soon and set on the flatbed trailer for storage until installation.

Engineering Items & Project Management: Dean Gibbs stated himself and Jeff Beckman representing Bowen Collins & Associates reviewed the project oversight, Jeff Beckman added some additional engineering site visits to the project if needed, per the Board's discussion and recommendation at the July 2025 meeting.

Notification Letter to Neighbors: Dean Gibbs stated he notified Jessica Bourgeois via email of the construction of the Lift Station Project and timeline and Dean also stated he delivered a notification letter to each residence surrounding the lift station regarding the Lift Station Project.

SCADA & HMI Review with APCO:

Software Updates: Dean Gibbs stated the SCADA & HMI needs to have some software updates completed. Dean Gibbs stated he was notified by APCO that some of the Virtual Machine Software support and licensing had increased by several thousand dollars and stated that he and APCO will be reviewing different options for the software.

Hardware Updates: Dean Gibbs stated the hardware updates would include cyber security revisions and firmware updates along with updating the operating systems to Windows 11 as Windows 10 is becoming less supported.

Operation, Maintenance, & Safety Report:

Electrical issues at Headworks Building: Dean Gibbs stated a 2HP motor was having issues, which inspection and testing concluded the wires between the motor and the MCC bucket were faulty. Dean Gibbs stated he found the conduit was separated and the wiring was damaged. he hired Basin I & E to run new conduit and new wiring. Dean stated the Operator's did the trenching and prep for the new conduit and then they will complete the backfilling and restore the landscape gravel strip at a later date.

State of Utah Compliance Inspection: Dean Gibbs stated the State of Utah performed a compliance inspection of the plant; no issues were found.

Approval of New Vendors:

Dean Gibbs stated the Board has three new Vendors for the month of August, Basin I & E, Wasatch Trailer, and Stubbs and Stubbs. Nolan Jackson makes the motion to approve the new Vendors, Basin I & E, Wasatch Trailer, and Stubbs and Stubbs, Randel Mills seconded, and the motion passed with affirmative vote by Corey Foley, Richard Jolley, Dave Hatch and Max Haslem.

Approval of Bills:

Richard Jolley makes the motion to approve the monthly bills, Corey Foley seconded and the motion passed with affirmative roll call vote by Nolan Jackson, Randel Mills, Dave Hatch and Max Haslem.

Adjourn Meeting:

Corey Foley makes the motion to adjourn, Randel Mills seconded, and the motion carried with an affirmative vote by Richard Jolley, Nolan Jackson, Dave Hatch and Max Haslem, the meeting adjourns at 5:35 pm.

Max Haslem: Chairman

Randel Mills: Treasurer

Date: August 26, 2025
Date Approved: September 9, 2025