



Ashley Valley Sewer Management Board

MINUTES OF THE ASHLEY VALLEY SEWER MANAGEMENT BOARD MEETING HELD October 14, 2025

Regular Monthly Meeting

This regularly scheduled meeting was held Tuesday October 14, 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 September 9, 2025, Monthly Meeting Minutes:

Richard Jolley makes the motion to approve the September 9, 2025, meeting minutes, Randel Mills seconded, and the motion passed with affirmative vote by Corey Foley, Nolan Jackson, Dave Hatch and Max Haslem.

Manager's Report:

Review of Draft #001 of 2026 Tentative Budget:

Dean Gibbs reviewed Draft #001 of the 2026 Tentative Budget. Draft #001 of the 2026 Tentative Budget included user rate increases following the approved 5-year user rate plan from 2024, an updated employee pay scale including the recommended COLA & Merit increases for the non-exempt hourly employees and a possible COLA increase for the exempt Manager's position. Dean Gibbs stated the tentative draft included an increase for Rocky Mountain Power, replacing the sludge conveyor segments, blasting & re-coating the clarifier #1 mechanism, asphalt crack seal, Admin building painting and new flooring, completion of the lift station project, a new road to the lagoon for sludge disposal, septic dump station improvements, and replacing two trucks.

Review Connections & Budget Report:

Dean Gibbs reviewed the 2025 Connections & Budget Reports. Dean Gibbs stated he would like the approval to purchase and replace the polymer system, Dean Gibbs stated he budgeted \$50,000.00 for two units the bid for replacement was \$24,174.00 for each unit and \$1,800 for manufacturer startup support if needed. Dean Gibbs stated he would like the operators to install the new polymer unit and will decide if manufacturer support is needed later. Nolan Jackson makes the motion to approve the purchase of two polymer units in the amount of \$24,174.00 for each unit Richard Jolley seconded, and the motion passed with affirmative roll call vote Dave Hatch, Randel Mills, Corey Foley and Max Haslem.

Lift Station Rehabilitation Project Update:

Review & Approval of Stubbs & Stubbs Pay Request(s): No Pay Request submitted from Stubbs & Stubbs.

Progress Report: Dean Gibbs reviewed the progress report with the Board. Dean Gibbs stated Stubbs & Stubbs is still working on completing the new roof on the lift station building and submitted a new schedule with a completion date of December 31, 2025. Dean Gibbs stated the lift station project is progressing slowly due to a lack of proper submittals by the contractor to the engineering firm.

Change Orders: Dean Gibbs stated there are two change orders that need Board approval, the first change order was due to the deterioration of the top couple rows of the existing brick on the east end of the building, the change order would include removing the brick and framing a new gable end wall, the change order amount would be \$8,227.92. Dean Gibbs approved the change order in the amount of \$8,227.92 as it was needed to continue the installation on the roof.

The second change order would be for bypass pumping watch, Xylem submitted the final bid for the by-pass pumping watch in the amount of \$96,000.00 for 30 days. Nolan Jackson makes the motion to approve the change order for Xylem to perform the by-pass pumping watch in the amount of \$96,000 24 hours a day 7 days a week for 30 days, Corey Foley seconded, and the motion passed with affirmative roll call vote by Richard Jolley, Dave Hatch, Randel Mills and Max Haslem.

Dean Gibbs stated he received a quote from Stubbs & Stubbs to install the four Lift Station pumps previously discussed and approved in the September Board Meeting. Dean Gibbs stated the quote from Stubbs & Stubbs to install the pumps was in the amount of \$3,100.00. Dean Gibbs expressed concern on approving the change order for installation of the pumps at this time, due to the lack of progress on the lift station project. After discussion from the Board, Corey Foley makes the motion to approve the \$3,100.00 for installation of the pumps with the Manager's discretion to move forward with a change order, Randel Mills seconded, and the motion passed with affirmative roll call vote by Dave Hatch, Richard Jolley, Nolan Jackson and Max Haslem.

Engineering Items: No Engineering Items to discuss.

UASD Annual Convention:

Dean Gibbs stated the UASD Annual Convention is November 5th, 6th and 7th in Layton, Utah. Dean Gibbs stated Amiee Peterson would be attending the convention.

WEAU Mid-year Convention:

Dean Gibbs stated the WEAU Mid-Year Conference would be November 18th in Salt Lake City, Utah. Dean Gibbs stated Morgan Dudley, Richard Wallis and Mike Dofelmire would possibly be attending the Conference.

92 *Operations, Maintenance, & Safety Report:*

93 Dean Gibbs stated the phosphorus numbers have significantly improved from September and no
94 chemicals will be needed at this time.

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97 *Reminder: November Meeting @ Treatment Facility:*

98 Dean Gibbs stated the November 18, 2025 meeting would be held at the treatment facility at 5:00
99 p.m.

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104 **Approval of New Vendors:**

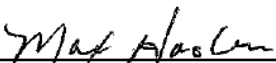
105 Dean Gibbs stated two new vendors for the month of October, City of Naples and Clean Water 1.
106 Richard Jolley makes the motion to approve the two new vendors, City of Naples and Clean Water
107 1, Nolan Jackson seconded and the motion passed with affirmative vote by Dave Hatch, Corey
108 Foley, Randel Mills and Max Haslem.

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110 **Approval of Bills:**

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

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115 **Adjourn Meeting:**

116 Corey Foley makes the motion to adjourn, Richard Jolley seconded, and the motion carried with an
117 affirmative vote by Randel Mills, Nolan Jackson, Dave Hatch and Max Haslem, the meeting
118 adjourns at 5:57 pm.

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123 Max Haslem: Chairman

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Randel Mills: Treasurer

Date: October 23, 2025

Date Approved: November 18, 2025