

# Lewiston City, Utah

## 2021 Water Conservation Plan



Prepared by



**J-U-B ENGINEERS, Inc.**

Logan, UT 84321

(435) 713-9514

11/01/2021

## Certification of Adoption

I, Kelly Field, the presiding officer and Mayor of Lewiston City Utah hereby certify that the 2021 Water Conservation Plan has been adopted by our City Council on December 21, 2021.

Kelly Field  
Kelly Field, Mayor

29 Dec 2021  
Date

### Council Memebers

Kim (Fizz) Bodily

John Morrison

Ted King

Jonna Westover

Regan Wheeler

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# 1 INTRODUCTION

## WATER CONSERVATION PLAN PURPOSE

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The Lewiston City Water Conservation Plan has been prepared to comply with the Utah Water Conservation Plan Act of 1998 and as amended in 2004 with House Bill 71 Section 73-10-32. The act requires water conservancy districts and water retailers to file a water conservation plan with the Utah Board of Water Resources and ensure that it is updated every five years. This plan outlines Lewiston City's current water conservation efforts and presents its current conservation goals.

Lewiston City recognizes the need to operate, maintain and deliver safe and reliable drinking water to its residents. Lewiston City is committed to meet the State's overall goal by reaching and or maintaining the Bear River regional area goal of 249 gallons per capital per day (gcpd) water usage by the year 2030.

This Water Conservation Plan will serve as a guide to the City to promote conservation practices.

### 1.1 BACKGROUND

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Lewiston City (City) is a small agricultural community in northern Cache County, Utah. The City has a small population and large land area. In February of 2021 the City reported to the Division of Water Rights the population was 1,800 people. The City's area is centrally located between the mountains on the east and west of Cache Valley and is relatively flat.

Lewiston currently occupies 25.11 square miles (16,075 acres) and contains a compact and identifiable historic city center surrounded by a residential core, and large areas of outlying farmland. Some development has also occurred along the US Highway 91 frontage. Lewiston expects a growth rate slower than that of the Cache County area but still expects to see a 45% population and 66% housing increase over the next 25 years (2015 Lewiston City General Plan, Appendix A).

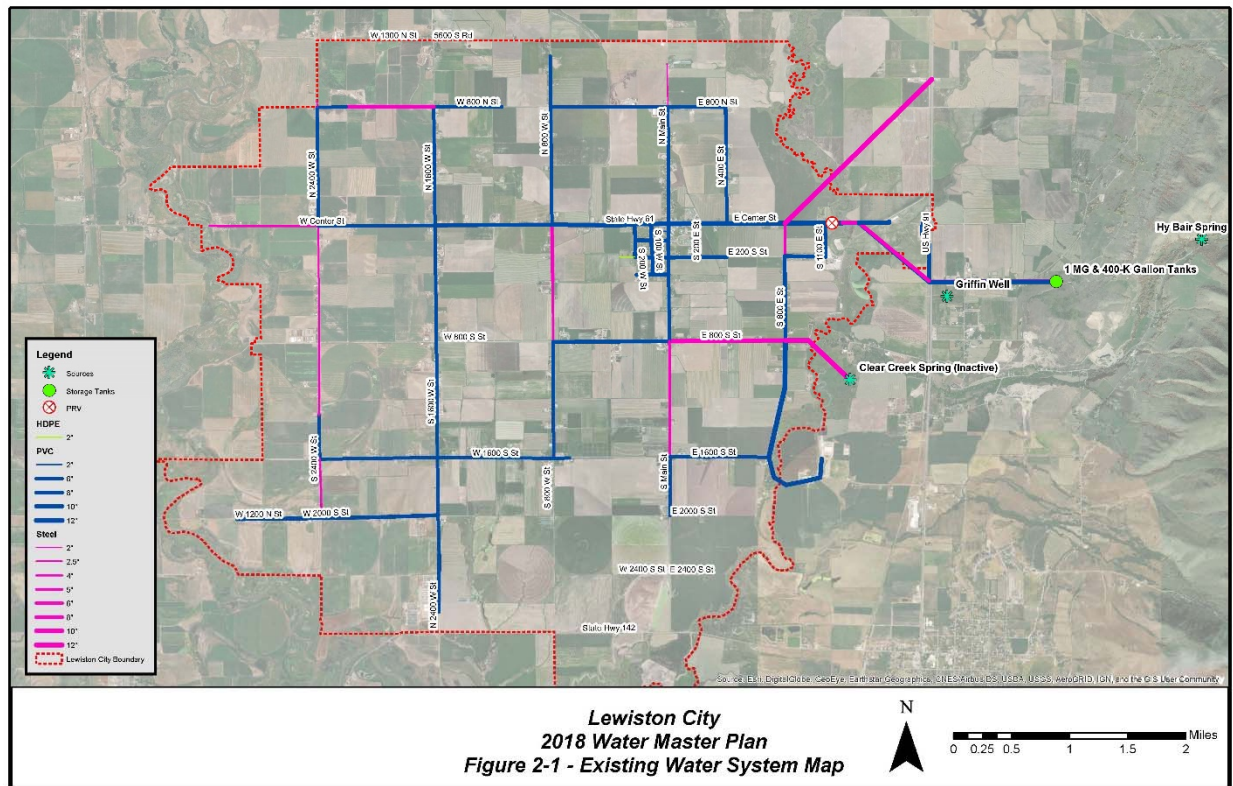
Lewiston's water system is registered with the Utah Department of Environmental Quality, Division of Drinking Water (DDW). The system is classified as a public community water system. The contact information for the system is listed below:

Name:	Lewiston City
Office:	435-258-2141
Address:	PO Box 36, Lewiston, UT 84320
System Name:	Lewiston City
System Number:	03009

## 2 SYSTEM PROFILE

### 2.1 SERVICE AREA

Below is a map of the existing water system and service area from the recently updated water master plan.



### 2.2 CONNECTIONS

Table 2-1 below shows the number and type of connections in the existing Lewiston system, according to the Utah Department of Environmental Quality (DEQ) Division of Drinking Water (DDW) website.

**Table 2-1: Existing Number and Type of Water Connections**

Type	Number of Connections
Residential	653
Commercial	23
Industrial	61
Institutional	9
<b>Total</b>	<b>746</b>

## 2.3 CURRENT WATER SUPPLY

Table 2-2 below provides a listing of the existing sources in the Lewiston water system. Hy Bair Spring undergoes disinfection and flows directly into the storage tanks. Griffin Well pumps directly into the system and can also fill the tanks. The pump at Griffin is turned on and off at predetermined tank levels. Due to the location Clear Creek Spring it is not physically capable of filling the storage tanks due to a system-wide PRV. Additionally, Clear Creek Spring is currently offline due to overflow air gap concerns from the State. Because Clear Creek Spring is offline and is an inherently unreliable source, its available flow was not included when calculating the existing capacity of the system.

**Table 2-2: Existing Culinary Water Sources**

Source Name	Source Type	Current Beneficial Use	Status of Water Right	Minimum Reliable Flow (gpm)	Volume of Water Right (Acre-Feet)
<b>Griffin Well (WS004)</b>	Well	Municipal	Sole Ownership	897	364
<b>Hy Bair Spring (WS002)</b>	Spring (Surface)	Municipal	Sole Ownership	360	1,518
<b>Clear Creek Spring</b>	Spring (Surface)	Municipal	Sole Ownership	500 <sup>1</sup>	1,173
<b>Total<sup>1</sup></b>				1,257	1,882

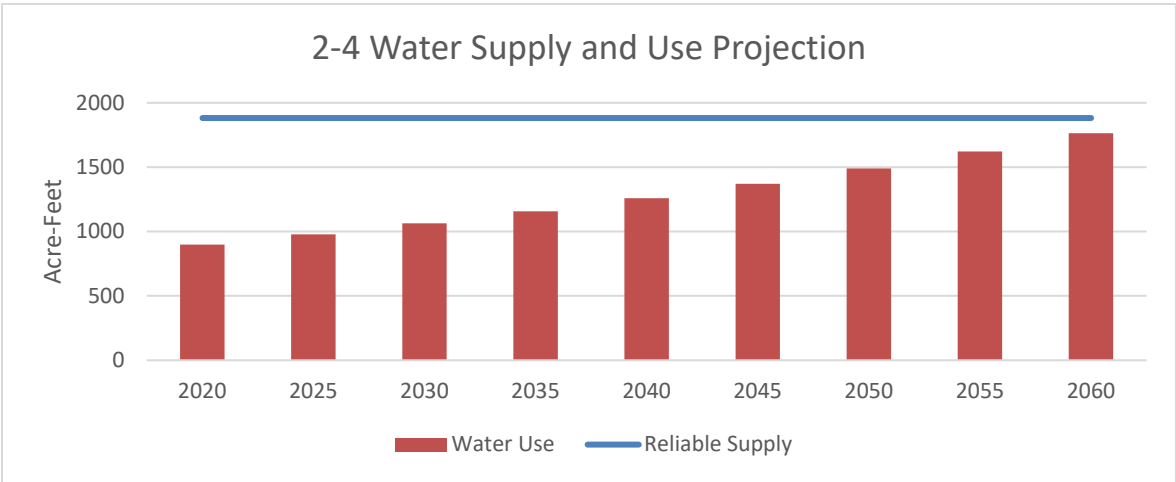
1 – Clear Creek Spring’s capacity is approximately 500 gpm, limited by its pump, but is currently offline due to overflow air gap concerns and is not included in the total.

**Table 2-3: Source Summary (Displayed in Acre Feet)**

Year	Status	2020	2019	2018	2017	2016
<b>Griffin Well (WS004)</b>	Well	516.22	434.39	488.74	374.40	347.73
<b>Hy Bair Spring (WS002)</b>	Spring (Surface)	510.20	516.89	581.69	589.55	684.14
<b>Clear Creek Spring</b>	Spring (Surface)	0	0	0	27.14	0
<b>Total Per Year</b>		1,026.42	951.28	1,070.43	963.95	1,031.97

2.4 WATER SUPPLY AND USE PROJECTION

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### 3 SYSTEM WATER LOSS CONTROL

#### 3.1 LEAK DETECTION AND REPAIR

Tracking and preventing lost water due to leaks in the system has been a priority in Lewiston. Routine maintenance and observations are done which provide valuable information on the function of the system and to spot any leaks. When a leak occurs, it is priority for maintenance crew to fix. Not only does this save water but it also restores that water to where it is needed. As an industry standard leaks should not account for more than 5-10% of consumption.

#### 3.2 WATER AND REVENUE LOSS AND CONTROL

As stated above, water loss through leaks should not exceed 10% of consumption. Over the last 5 years Lewiston has been able to reduce the amount of total loss from the system from approximately 10.5% to 6.7%. Lewiston checks the total meter reading against the total volume of water from the sources to determine the difference and to effectively know the estimated loss or unaccounted water. Table 3-1 below shows the estimated water loss.

**Table 3-1 Estimated Water Loss**

	Residential	Commercial	Industrial	Institutional	Total (AF)	Total from Sources (AF)	Estimate Loss (%)
2020	435.53	15.38	483.42	32.21	966.54	1,035.98	6.7
2019	369.58	50.74	420.23	24.61	865.16	960.37	9.91
2018	443.64	13.2	489.42	38.99	985.25	1,079.78	8.75
2017	419.35	12.53	422.53	39.22	893.62	999.21	10.57

#### 3.3 WATER MEASUREMENT

Lewiston City currently has every connection metered except for two City owned facilities. The majority of the meters are read via radio system and completed ever month throughout the year. Below is a break down of the percent of metered connections by type.

**Table 3-2: Metered Connection by Type**

Type	Number of Connections	% of Total
Residential	653	87
Commercial	23	3
Industrial	61	8
Institutional	9	2
Total	746	100

Lewiston has a program in place for replacing meters every year. The budget for the replacement program is estimated to fund about 40 meters a year or 5.5% of total meters in the system.

### 3.4 RATE STRUCTURE

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The City has a base rate structure for different meter sizes from 0.75 in up to 6 in. Each size meter has an associated base rate fee, and all have the same base rate of usage up to 12,000 gal per month. After the usage goes over 12,000 gal there is an overage scale that promotes conservation. See table below.

**Table 3-3: Rate Structure**

Type	Rate
<b>Residential</b>	
Base up to 12,000 gallons	\$31.33
12,001-200,000 gallons	\$0.8821/1000 gallons
200,001-400,000 gallons	\$1.1228/1000 gallons
400,001-600,000 gallons	\$1.3633/1000 gallons
600,000 + gallons	\$1.6039/1000 gallons
<b>Non-Residential</b>	
All Usage above 12,000 gallons	\$1.9431

## 4 WATER USE

### 4.1 CURRENT WATER USE

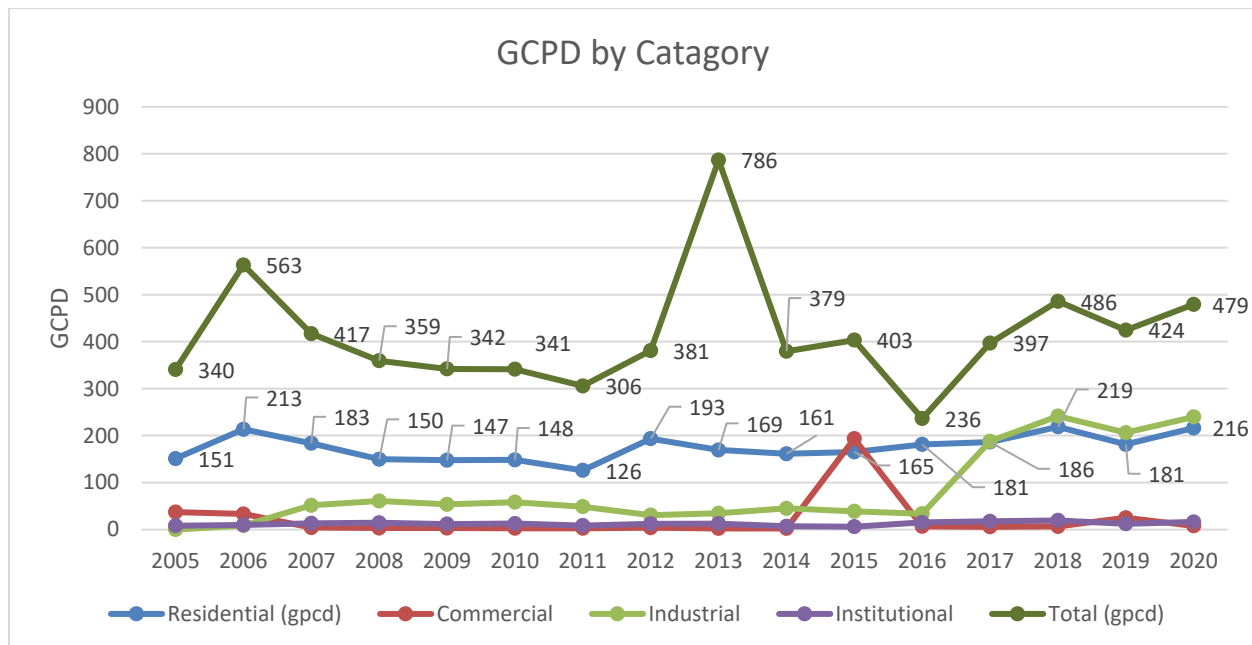
Lewiston's water usage over the last several years has been relatively consistent. Table 4-1 shows the total usage by category from 2017 thru 2020.

**Table 4-1 Current Water Use**

	Residential	Commercial	Industrial	Institutional	Total (AF)
2020	435.53	15.38	483.42	32.21	966.54
2019	369.58	50.74	420.23	24.61	865.16
2018	443.64	13.2	489.42	38.99	985.25
2017	419.35	12.53	422.53	39.22	893.62

### 4.2 GALLONS PER CAPITA PER DAY (GPCD)

According to existing system information in 2020 Lewiston has a residential usage of 216 gcpd with an overall system usage of 479 gcpd. The 15 year averages are 174 gcpd for residential and 415 gcpd for the overall system. The distinction is made for the Lewiston system because of the high volume of dairies and other commercial businesses that use significant amount of water and has a large impact to the system gcpd number. Below is a graph showing the gcpd of each category as well as a total gcpd of the system for tracking efficiency progress.



## 5 CONSERVATION PRACTICES

### 5.1 WATER CONSERVATION GOAL

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Lewiston City recognizes the need to operate, maintain and deliver safe and reliable drinking water to its residents. Lewiston City is committed to meet the State's overall goal by reaching and or maintaining the Bear River regional area goal of 249 gallons per capital per day (gcpd) water usage by the year 2030.

Whereas Lewiston's residential population currently meets the goals outlined above, conservations best management practice (BMP) efforts will be directed towards maintaining current conservation measures within this area and focus on other conservation practices in the dairy and commercial business side of the system.

### 5.2 EXISTING WATER CONSERVATION BMP'S

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Below are several BMP's that the City is currently using to promote conservation practices.

#### **BMP 2 – Universal Metering**

The most significant conservation measure in Lewiston has been the installation of meters for each user in the system. Water meters help users become aware of their water usage. When people are charged for their actual measured use, they tend not to waste water, thereby reducing their overall water consumption.

#### **BMP 3 – Incentive Water Conservation Pricing**

Lewiston has adopted by resolution a water conservation rate to aid in conserving water during times of drought. The water conservation rate has been implemented several times over the last few years and is an effect tool in conserving water.

#### **BMP 6 – Public Information Program**

Lewiston does periodically provide the public with information about conservation practices, there is no formal procedure or way to measure the benefits.

#### **BMP 7 – System Water Audits, Leak Detection and Repair**

Water meters can also help identify leaks in a system by comparing meter readings to the tank outlet and inlet meter readings. Leaks can constitute significant portions of a city's water consumption. By identifying and fixing leaks water is conserved. Leaks should not account for more than 5-10% of consumption.

#### **BMP 10 – Plumbing Standards**

Lewiston City uses the current plumbing standards which helps ensure new systems are built correctly to minimize water usage.

### 5.3 NEW WATER CONSERVATION BMP'S

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Along with the BMP's the City is currently using below is a list of new BMP's the City is proposing to enact to assist with conservation efforts.

#### **BMP 5 – Water Conservation Coordinator**

Designate a Water Conservation Coordinator to facilitate water conservation programs.

**Goal:** Designate a Water Conservation Coordinator.

**Action:** The City will designate a Water Conservation Coordinator starting in 2022. The coordinator will report quarterly to the City Council on implementation of conservation measure and progress on goal.

#### **BMP 6 – Public Information Program**

Although Lewiston does periodically provide the public with information about conservation practices, there is no formal procedure or way to measure the benefits.

**Goal:** Distribute free water conservation information to the public annually beginning in 2022.

**Action:** The City will continue to research available literature that can be distributed with water bills. Select appropriate information and begin distributing annually with the May water bill in 2022. Review water usage data in coordination with distribution of water conservation information to identify trends in water usage and supplied information.

#### **Implementation**

By November 2021 the City Council will include a review of this plan on the agenda of their monthly meeting. The Council will review the goals and implement the action steps outlined. The Council will be responsible for overseeing the implementation of the Water Conservation Plan. The Council will also update and resubmit the plan periodically.

### 5.4 WATER CONSERVATION CONTACTS

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Name:	Lewiston City
Office:	435-258-2141
Address:	PO Box 36, Lewiston, UT 84320

### 5.5 ORDINANCES AND STANDARDS

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Listed below are some of the ordinance and standards currently implemented in the City.

#### **8-1-6: SCARCITY OF WATER:**



In time of scarcity of water, whenever it shall be in the judgment of the city council necessary, the city council shall by proclamation limit the use of water for other than domestic purposes, and in their discretion provide that sprinkling shall only be used on alternate days, or prohibited entirely. Any person violating any of the provisions of this section or any proclamation made by the city council in pursuance thereof shall be guilty of a class C misdemeanor and, upon conviction, subject to penalty as provided in section [1-4-1](#) of this code. (1980 Code § 14-124; amd. 2002 Code)

**8-1-9: PROHIBITED ACTS AND ACTIVITIES:**

B. Improper Use: If any water user shall waste water, or allow it to be wasted, or use the water for any purpose other than those for which they have paid, or use it in violation of the rules and regulations for controlling the water supply, and the provisions of this chapter, he shall be guilty of a class C misdemeanor and, upon conviction, subject to penalty as provided in section [1-4-1](#) of this code, and the water may be cut off from such water users and all payments forfeited, unless such person shall promptly pay all fines and such additional charges as may be assessed. (1980 Code § 14-121; amd. 2002 Code)

**9-1-1: BUILDING CODE ADOPTED:**

For the purpose of providing minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, quality of materials, use, and occupancy, location, and maintenance of the buildings and structures and certain equipment within the City, that edition of the Building Code, including any amendments, as adopted by the Utah Uniform Building Codes Commission as the construction standard to be adhered to by subdivisions of the State 1 is adopted by Lewiston City, together with administration sections of the Code. (2002 Code)

# Entity: Lewiston

## Body: Lewiston City Council

<b>Subject:</b>	Public Meetings
<b>Notice Title:</b>	City Council Meeting
<b>Meeting Location:</b>	29 S Main Lewiston UT 84320
<b>Event Date &amp; Time:</b>	December 21, 2021 December 21, 2021 07:30 PM

### Description/Agenda:

Notice is hereby given that the Lewiston City Council will hold a Public Hearing & Council Meeting on the 21st day of December 2021 at the Lewiston City Council Room at 29 South Main St., Lewiston, which will begin promptly at 7:30 p.m. The agenda shall be as follows:

1. Call to Order
  - Prayer or Pledge
  - Opening remarks - Mayor Kelly Field
  - Review and approval of the minutes of the November 16, 2021 meeting
  - Review and approve expenses
  - Public Hearing - Budget Adjustments
  - o Master Fee Schedule Update
2. Business/Mayor's Report
  - Action/Approval:
    - o Approval of any budget adjustments
    - o New Library Board Member - Approval
    - o Water Conservation Plan - Approval
    - o Business Park Phase 4 (3?) Preliminary Plat - Approval
    - o Casper's well location agreement - Approval
    - o Approve change order for well
    - o Set a date for appreciation dinner
  - City Consultant Position
  - Bill Wright - Right of Way
  - Parker Westhoff - Subdivision issues
  - Sid Roderer - Business Park lot pricing discussion
  - J U B - Marcus Simons - Water/Sewer Update/Business Park
3. Departments
  - Jonna Westover - Roads, Library, Business Park Development, Youth Council
  - Regan Wheeler - 4th of July, Arts Council, CERT/Emergency Preparedness

- Ted King - Water, Sewer, Theatre
- John Morrison - Planning & Zoning, Economic Development
- Fizz Bodily - Parks & Recreation, Cemetery, Fire Department

4. Adjourn

In compliance with the American with Disabilities Act, individuals needing special accommodations during this meeting should notify the Recorder/Clerk at least two days prior to the meeting.

Dated this 16th day of December 2021

Chris Barr  
Recorder/Clerk

<b>Notice of Special Accommodations:</b>	In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Chris Barr, Lewiston City Offices @ 435.258.2141 at least two days prior to the meeting.
<b>Notice of Electronic or telephone participation:</b>	NA
<b>Other information:</b>	
<b>Contact Information:</b>	Dona Kay Flint (435)258-2141 dona@lewiston-ut.org
<b>Posted on:</b>	December 16, 2021 12:41 PM
<b>Last edited on:</b>	December 22, 2021 09:23 AM

Printed from Utah's Public Notice Website (<http://pmn.utah.gov/>)

### **Welcome and Roll Call:**

Meeting begins at 7:30. Mayor Field welcomes everybody and acknowledges that we do have a full quorum. Mayor Field asks Councilmember Bodily to open the meeting, and he leads in the Pledge of Allegiance.

### **Open Comment Period:**

Those in attendance include Mayor Kelly Field, Councilmember Jonna Westover, Councilmember Ted King, Councilmember John Morrison, Councilmember Regan Wheeler, Councilmember Fizz Bodily, Mary Simpson (Treasurer), Chris Barr (Recorder/Clerk), Paul Swainston (Public Works Director), Marcus Simons (J U B), Jeff Hall, Dan Dukeman.

Mayor Field acknowledges that this will be the final meeting for three of them (Mayor Field, Regan Wheeler, and Ted King) and thanks everybody for their time of service.

### **Public Hearing:**

Councilmember Bodily makes a motion to open the public hearing for budget adjustments and Master Fee Schedule update. Councilmember Westover seconds the motion. All in favor. Motion passes. Public hearing opens at 7:32.

Mayor Filed explains that the Master Fee schedule update is to implement the impact fees that were approved several months ago. There was a required 90 day waiting period before the fees could be implemented, which has now passed. There were also a couple of clerical changes which Mayor Field asks Mary Simpson to go over.

Mary explains that the Building Permit Application Fee is changed to Residential Permit Application Fee, and the Remodel Application Fee to Building Permit Application Fee.

Mayor Field goes over the new water impact fees which were approved as follows:

¾ inch - \$6,497  
1 inch - \$16,244  
1 ½ inch - \$32,487  
2 inch - \$51,979  
3 inch - \$97,461  
4 inch - \$184,786  
6 inch - \$415,834

Sewer impact fees are as follows:

¾ inch - \$3,225  
1 inch - \$8,062  
1 ½ inch - \$16,124  
2 inch - \$25,798  
3 inch - \$48,371

4 inch - \$91,711  
6 inch - \$206,382

Parks and Recreation fee is \$2,726 per residential unit.

Mayor Field explains that those figures were what was approved after the impact fee analysis. He asks if there is any discussion on those. Nothing is brought up. He then asks if there is any other questions for the public hearing.

Councilmember Wheeler has a question about the Master Fee Schedule. Are the Arena Use Only and Track/Arena Use Fees a one-shot fee regardless of usage? He wants to know if that depends on usage or if it is just a once-a-year fee. Mayor Field defers to Councilmember Bodily for an answer. Councilmember Bodily replies that it is a once per year fee. It is done on a volunteer basis, self-policed. We currently have nine users who have paid fees, two are Lewiston residents. This fee gives them access to the track from January 1<sup>st</sup> – December 31<sup>st</sup>, unless there is an actual reserved event happening.

Councilmember Wheeler feels that is very underpriced compared to other arenas. Mary Simpson says that other arenas provide equipment, but Lewiston is not supplying or maintaining any equipment, it is provided by the users. Lewiston City owns the starting gate, and technically owns the walker, but it was the horse association that paid for it, assembled it, and maintains it.

Mayor Field asks if there are any other concerns for the public hearing. Paul Swainston asks if we have investigated implementing a road impact fee. Mayor Field explains that we did not have JUB do an analysis on that. To implement an impact fee, a study must be done. Jeff Hall asks if other cities in the valley have this. The discussion yields that most but not all do have a road impact fee.

Mayor Field remarks that the current budget is fine, we're bring in a little more revenue from sales tax than we projected. The only change he is proposing is what was discussed in the last council meeting, which is to increase the wages to all city employees. It is proposed that all employees' wages be increased by one dollar an hour.

Mayor Field asks if there are any concerns. No concerns. The public hearing is required to remain open for at least 30 minutes. Mayor Field suggests that other business be covered while the length of time requirement is filled.

### **Approval of minutes and expenses:**

Mayor Field asks the council if the minutes look like they represent the meeting they attended last month. Councilmember Westover makes a motion to accept the minutes as written, Councilmember King seconds the motion. No further discussion. All in favor. Motion carries.

Councilmember Morrison moves that we approve the expenses, Councilmember Bodily seconds. No further discussion. All in favor. Motion carries.

### **Business on Agenda:**

New Library Board member. They have not selected a new member yet.



Water Conservation Plan. Mayor Field asks if the council has any questions about the Conservation Plan that was presented last month. None. Councilmember Westover motions that we approve the Water Conservation Plan as presented. Councilmember King seconds. No further discussion. All in favor. Motion carries.

Business Park Phase 4 preliminary plat approval. Marcus Simons says Phase 4 is ready to go. It just needs to go through the motions of being approved at the various meetings. We should be ready to start bidding it out at the end of January or beginning of February. No lots in phase 4 have been sold yet because they have not been subdivided and recorded yet. There is a clerical issue that will be changed. Phase 3 was supposed to be the addition of the property that D&D bought, but it was never filed, so Phase 4 will be changed to Phase 3 and referred to as such going forward and include the D&D property.

Councilmember Morrison motions to approve the preliminary plat for the Business Park Phase 3. Councilmember Bodily seconds. No further discussion. All in favor. Motion carries.

Casper's Well Location Agreement. Mayor Filed says that the location of our well has presented some concerns with Casper's. He, Councilmember King, JUB, Seth Tait, and Paul Swainston have been working with Casper's for months to address their concerns and limit liability on the City's side. Attorneys on both sides have worked to draw up the proposed agreement, and Mayor Field feels that it is in the best interest of Lewiston City to sign it.

Councilmember Wheeler asks for a summary of why it took so long to reach an agreement. Mayor Field explains that everybody initially thought the agreement was beneficial for all, but the first draft was written by Casper's attorney and was very one-sided favoring them. Things came to a standstill, and Mayor Field asked Seth Tait (city attorney) to get involved. A couple more drafts were created trying to strike a fair balance. After another meeting, everybody was able to come to an agreement.

Councilmember Wheeler asks when we anticipate the annexation of Casper's will be complete. Mayor Filed says that it is actively being worked on and it should be complete by in 2022. Councilmember Bodily asks if Gilt Edge is also working on being annexed and Mayor Field replies that it is a joint project.

Mayor Field asks if there are any other concerns with the agreement. Councilmember King makes a motion to approve the Well Location Agreement. Councilmember Wheeler seconds. All in favor. Motion carries.

**Close of Public Hearing:** At 8:05 Councilmember Bodily makes a motion to close the public hearing on budget adjustments and Master Fee Schedule update. Councilmember Westover seconds. All in favor. Motion carries.

Councilmember Bodily makes a motion to approve the adjustments to the impact fees on the Master Fee Schedule. Councilmember Morrison seconds. Roll call vote.

Councilmember Bodily -	Yes
Councilmember Morrison -	Yes
Councilmember King -	Yes
Councilmember Wheeler -	No
Councilmember Westover -	Yes

Motion carries.

Councilmember Bodily makes a motion to approve the proposed budget adjustments.  
Councilmember King seconds. Roll call vote.

Councilmember Westover - Yes  
Councilmember Wheeler - Yes  
Councilmember King - Yes  
Councilmember Morrison - Yes  
Councilmember Bodily - Yes

Motion carries.

### **Marcus Simons (J U B):**

Change Order for Well. The well has been drilled and they have been working on developing the well. It is currently developed to 1,200 gallons per minute. Standard measurement is to take 2/3 of that which gives us an 800 gallons per minute well. The change order is to further develop the well by cleaning the casing and gravel pack, so the well can produce more water. This additional development will cost \$88,000. Unused funds in the original contract can be applied towards this amount, to bring the cost down to about \$73,000. The hope is to be able to test the well at 2,000 gallons per minute.

The cleaning can be completed in January, and then begin designing the new building and storage tank and get it ready to bid out so it can be constructed next year.

Water system upgrade project. Lewiston City has been awarded one million dollars of ARPA funds to go towards the water project. The distribution system is ready to be bid. The highway line is now ready to go to bid after working out some easement issues. The old line will be abandoned in place.

Sewer project upgrade project. No ARPA funds were awarded for the sewer project. We have been trying to secure more funds from multiple sources without success. We are currently looking at paring down the project so we can get started with the funds that have been secured.

The GIS system is working, and data points are starting to be collected.

Mayor Field recommends that the city approves the change order for the well so that we can maximize our investment. Councilmember Wheeler motions to approve the change order for the well. Councilmember Bodily seconds. No further discussion. All in favor. Motion carries.

### **Mayor Field's Report:**

It is time to set a date for an appreciation dinner. Lewiston City normally holds this event annually for the employees and incoming and outgoing City Council and Planning and Zoning members. It is decided to have the dinner catered in the ballroom, on January 22<sup>nd</sup> at 6:00.

Bill Wright contacted Mayor Field before the meeting and said that Cache County had not recorded the lot, so he was unable to get an appraisal on it. There is some money in the budget for the purchase of the lot, but it is unclear what the value or asking price is.

Parker Westhoff subdivision issues. Councilmember Morrison explains that Parker Westhoff's project was not a subdivision, but it started the conversation about what is a lot-split versus a subdivision, and how far back in time we look to see if a lot has already been split. After researching the issue, it was determined that the ordinance was changed in 2013, so that should be the date that Lewiston City looks back to when considering lot splits in the future. Councilmember Morrison makes a motion to approve 2013 as the date that they look back to, and the first split from 2013 is a lot-split, anything beyond that will be classified as a subdivision. Councilmember Bodily seconds. No further discussion. All in favor. Motion carries.

Mayor Field explains that on the next Business Park phase, the price of the lots will include a premium to have the electrical connections. Without Sid Roderer present to give the proposed price, the discussion will have to happen next month.

City Consultant Position. Mayor Field expresses regret that the sewer project was not able to be finished before his term ends. He would like to be available as a resident to finish seeing it through, and to assist incoming Mayor Hall with the changeover. Councilmember Westover expresses concern about the amount of time it could require from a resident, and that amount of time and involvement would be better recognized as a consultant position.

Mayor Field arranges for another meeting with Mayor Hall, Paul Swainston, and Marcus Simons to discuss ongoing projects.

Mayor Field remarks on his time of service, his love for Lewiston and the residents, and hopes that his service was beneficial to the community. He also expresses his thanks for all of those that he has worked with during this time.

## **Council Reports:**

### **Jonna Westover - Roads, Library, Business Park Development, Youth Council:**

Councilmember Westover asks for Paul Swainston's input on roads. Paul suggests that we need to discuss our right of ways, and define what is the city's right of way, and keep those clear. The new snowplow is working great. Mayor Field says that there was some ARPA money spent on a new generator that is being installed. This will service the city office building, city shop, and the fire department on an automatic transfer switch. Nothing for the library. Youth Council hosted the Santa visit. It was well attended, and the kids enjoyed the games and treats.

### **Regan Wheeler – 4<sup>th</sup> of July, Arts Council, CERT / Emergency Preparedness:**

Councilmember Wheeler talked with the rodeo people, and they expressed a wish to have the rodeo for 2022 occur over two nights, on the 1<sup>st</sup> and 2<sup>nd</sup> of July, as opposed to the afternoon of the 4<sup>th</sup>. They have concerns over the heat during the day and feel like they could take a bigger gate. They would also like to move the arena next to the grandstands and have better lighting. They would like to over time bring the rodeo grounds to a higher level in hopes of holding more events, such as the high school regionals. If they were able to take a bigger gate, they would like to put the extra money towards improving the grounds.

**Ted King - Water, Sewer, Theatre:**

Nothing additional to report on water and sewer. Nothing for the theatre.

**John Morrison – Planning & Zoning, Economic Development:**

We need to discuss the subdivisions and the water shares. The process allows for either water shares to be deeded to the city, or a fee paid in lieu of. Both current subdivisions would be less than one share, which Cub River doesn't like to deal with, so we most likely end up collecting a fee instead of shares. If this pattern holds, the city will never end up with any water shares. Mayor Hall asks what formula is being used to calculate the shares, because residential land should be a lot higher than agricultural land. Councilmember Morrison is unsure what the formula is. The code needs to be looked at, and a formula devised so that it is correct and yields whole water shares. Otherwise, the city will only collect fees, and never ends up with shares.

Mayor Field says that we need to run it through the city attorney. This is where the current formula came from. Marcus Simons provides an example of another city with the same issue. They raised the fee quite high, so it was advantageous for the developers to purchase full shares from somebody else and then deed them to the city versus paying the high fees. Mr. Simons volunteers to assist Planning and Zoning with figuring this out.

City Inspect will be doing training in February for Planning and Zoning so they all have log ins and know how to use the program. Also, Stephannie Davis has arranged for the State to come and do training in April.

**Fizz Bodily – Parks & Recreation, Cemetery, Fire Department**

Fire Department has two new people finishing up the EMT classes. The new brush truck is on order, along with the tank and a pump. For Parks and Recreation, the basketball standards have been installed long with the pickleball and tennis court nets. Fence is still expected to be installed in December.

Councilmember Morrison makes a motion to adjourn, Councilmember King seconds. All in favor. Meeting adjourned at 9:09pm. Next regular meeting scheduled for January 18, 2022.

Chris Barr  
Lewiston City Recorder