

**MINUTES OF THE
MIDWAY SANITATION DISTRICT
BOARD OF TRUSTEES**

Monday, February 11, 2019 at 4:30 p.m.

Minutes of the Midway Sanitation District Board of Trustees Regular Meeting held February 11, 2019 at 4:30 p.m. in the Midway City Office Building, 75 North 100 West, Midway, Utah.

Notice of the meeting and agenda was posted in the Midway City Office Building, Ridley's Express and 7-Eleven. A copy was sent to each of the Trustees and posted on the Utah Meeting Public Notice Web Site.

Call to Order; Opening Remarks or Invocation

Roll Call:

Clair Provost, Chairman	Don Huggard, Vice-Chairman
Celeste Johnson, Mayor (Participating via Telephone)	
Scott Kettle, Engineer	Wes Johnson, Engineer
Cory Lott, Public Works Director	Eric Mecham, Public Works
Becky Wood, Manager	

Note: A copy of the meeting roll is contained in the supplemental file.

General Consent Calendar

- a. Agenda for the 11 February 2019 Regular Meeting
- b. Minutes of the 2 January 2019 Regular Meeting
- c. Warrants (Payment Approval Report)
- d. January 2019 Financials
- e. 2018 End of Year Financials

Note: Copies of items a, b, c, d and e are contained in the supplemental file.

Motion: Don Huggard made a motion to approve the consent calendar including the agenda, previous meeting minutes, warrants and financials of the district. Celeste Johnson seconded the motion that carried with all members voting aye.

2018 Impact Fee Report:

Celeste Johnson made a motion to accept and certify the 2018 MSD Impact Fee Report. Don Huggard seconded the motion that carried with all members voting aye.

Operator Report:

Cory Lott and Eric Mecham updated the board on the progress of grease trap and manhole inspections. There was a discussion regarding grease traps and ways to improve maintenance and enforcement of grease issues. It was determined that more research would be done on these issues

and brought back to a later meeting for discussion. Don Huggard also made a note that Eric Mecham be reimbursed for the OnX Mapping software that he had personally purchased in the amount of \$29.99.

Engineer Reports:

Scott Kettle updated the board on flows as reported by Heber Valley Special Service District and discussed the pump house grinder status.

Wes Johnson also referenced bills from BD Bush and KW Robinson that was in tonight's warrant list.

Manager Report:

Becky Wood discussed some upcoming projects of the district (see Manager Report contained in supplemental file):

RWAU Spring Conference is February 25 – March 1. We will be sending Lane Taylor. Continue working on 2017 Audit Findings re: Transparency on Online Sources (audio of meetings online). Will begin compiling information for the 2018 Audit. Per the Xpress Bill pay marketing discussion from the January 2 meeting: Jennifer noted that we always advertise the xpress bill pay option on each of the billing postcards sent out, on the website, newsletters, during phone calls and in person correspondence. She noted that there are approximately 850 people signed up on xpress bill pay and give or take approximately 200 online bank payments each quarter. We have had lots of phone calls regarding the rate increase and everyone wants refunds if they were paying too much. January 28 was the first day that I did not receive a phone call from a customer. Lots of emails regarding how many people are in their homes for billing purposes. Most are up to date already not a huge amount of changes. Went from approx. \$147,000 quarterly billing to \$167,000.

Would like to give Jennifer Sweat, our Treasurer a thank you gift for helping out throughout this billing increase and updating residents in homes. She spent a lot of days and an entire weekend going through each of the printed bills to compare the increase to the old billing amounts and make sure that each bill was correct. She had to pull out each of the commercial billings to update those individually. And she took a lot of phone calls and complaints. I just want her to know how much I appreciate her and how much I rely on her on a daily basis.


Blood Drive was cancelled due to the weather. 2019 General Session of the 63rd Legislature: January 28, 2019 to March 14, 2019.


Trustee Reports:

Clair Provost mentioned that he had discussed the rate increase with a resident wanting more information on the matter.

Adjourn:

Celeste Johnson made a motion to adjourn the meeting at 6:26pm that carried with all members voting aye.


Clair Provost, Chairman


Becky Wood, District Clerk