

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

**Tuesday, July 5, 2016 at 6:30 p.m.**

Minutes of the Midway Sanitation District Board of Trustees regular meeting held July 5, 2016 at 6:30 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, Radley's Express and 7-Eleven. A copy was sent to each of the Trustees and posted on the Utah Meeting Notice Web Site.

**Roll Call:**

Colleen Bonner, Mayor, Trustee	Don Huggard, Chairman
Clair Provost, Vice-Chairman	Scott Kettle, Engineer
Wes Johnson, Engineer	Kraig Powell, Attorney
Becky Wood, Manager	

**Others in Attendance:**

Alan McEwan, McEwan and Company  
Ben Probst, Gilbert & Stewart

**Approve the Agenda for July 5, 2016:**

Colleen Bonner made a motion to approve the agenda for July 5, 2016. Clair Provost seconded the motion that carried with all members voting aye.

**Approve the Minutes of the June 7, 2016 Meeting:**

Don Huggard made a motion to approve the minutes of the June 7, 2016 board meeting. Colleen Bonner seconded the motion that carried with all members voting aye.

**Annual Audit Report:**

Alan McEwan (McEwan & Company) and Ben Probst (Gilbert and Stewart) reported on the 2015 Audit findings of the District (See copy of Audit Report in supplemental file). Both noted that the district was in overall good financial shape having no debt and plenty of liquid assets. Ben Probst also noted that the board should consider signing off on Bank Reconciliation forms to alleviate any questionable conduct along with having bank statements brought to the board meetings unopened for board review.

**Resolution 2016-03 Establishing the 2016 Certified Property Tax Rate for MSD:**

Colleen Bonner made a motion to approve Resolution 2016-03, setting the 2016 Certified Tax Rate for MSD as recommended by Wasatch County. Clair Provost seconded the motion with all members voting aye.

**Banking Services / Accept Bid:**

Becky Wood presented a memo prepared by Jennifer Sweat, District Treasurer recommending a change of banking services. Becky Wood noted that the Midway City council had approved the change from Zions Bank to Grand Valley Bank at their June 22 meeting. Becky Wood noted that she also recommended the change of banks to coincide with Midway City's accounts and the close proximity of the bank. Clair Provost made a motion for Midway Sanitation District to use as the primary bank and transfer district funds to Grand Valley Bank, in conjunction with Midway City's decision. Colleen Bonner seconded the motion with all members voting aye.

**Engineers Reports:**

Scott Kettle updated the board on the monthly flows as received from Heber Valley SSD. He noted that flows were up due to Jordanelle's increased flows. He informed the board that Twin D, Inc. would be here at the end of the month or first of August to begin the annual cleaning and Interlaken location project. The board held a short discussion about notifying the residents of Interlaken as well as the Sheriff's office about the upcoming cleaning project. Cleaning should take 1-2 months to complete.

Wes Johnson updated the board on the house sheet/ GIS project, noting that the summer months have been busy and therefore scanning in of the house sheets have slowed down until the work load has slowed down.

**Manager Report:**

Becky Wood updated the board on the Grease Trap Program Packets that were sent to all district establishments having or requiring a grease trap and noted that the project seemed to be going well and was receiving the requested information (see example of information collected in supplemental file).

**Trustee Reports:**

No Trustees reports at this time.

**Warrants & Financials:**

The warrant list for July 5, 2016 was presented for approval. (See copy in the warrant and supplemental files.) The financials of the district was presented as part of the packet for the board to review. Colleen Bonner made a motion to approve the warrants for July 5, 2016. Don Huggard seconded the motion that carried with all members voting aye.

**Adjourn:**

Clair Provost made a motion to adjourn the meeting at 7:31pm that carried with all members voting aye.

  
\_\_\_\_\_  
Don Huggard, Chairman

  
\_\_\_\_\_  
Becky Wood, District Clerk