

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

**Tuesday, June 7, 2016 at 6:30 p.m.**

Minutes of the Midway Sanitation District Board of Trustees regular meeting held June 7, 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	

**Approve the Agenda for June 7, 2016:**

Colleen Bonner made a motion to approve the agenda for June 7, 2016. Clair Provost seconded the motion that carried with all members voting aye.

**Approve the Minutes of the May 3, 2016 Meeting:**

Clair Provost made a motion to approve the minutes of the May 3, 2016 board meeting. Colleen Bonner seconded the motion that carried with all members voting aye.

**Annual Cleaning Contract/Award Contract:**

Scott Kettle reminded the board that 3 companies were invited to submit a bid for the MSD annual cleaning contract which included the Interlaken lateral locating option. He broke down the prices of each component from the 3 companies that submitted a bid (see spreadsheet in supplemental file). Scott informed the board that the lowest bidder was Twin D and that as the lowest bidder it was his recommendation to award them the contract. Colleen Bonner made a motion to award the annual cleaning contract to Twin D, citing the unit prices given and the total cost listed; based on total length of lines cleaned with additional fuel adjustment over the 5 years as needed. Clair Provost seconded the motion that carried with all members voting aye.

**Grease Trap Program Packets:**

The board held a short discussion on final changes and updates that needed to be made to the grease trap packets (see changes made in supplemental file) for distribution to grease trap establishments of the district. Don Huggard made a motion to approve the grease trap program packets. Colleen Bonner seconded the motion that carried with all members voting aye.

**Engineers Reports:**

Scott Kettle updated the board on the monthly flows as received from Heber Valley SSD.

Wes Johnson updated the board on the house sheet/ GIS project, noting that Eric from Horrocks was in the process of working the sheets into the system and working out any bugs associated with the software.

**Manager Report:**

The board discussed touring the HVSSD treatment plant on June 20. She noted that Ben Probst and Alan McEwan would be attending the July 5 meeting to present the 2015 annual audit. Grease trap inspections were presented to the board for review. It was determined that staff meeting on the 15<sup>th</sup> of June would be utilized to discuss grease trap problem areas. Becky Wood also informed the board of new legislation stating that each board member needed to add their names, phone number and email addresses to the public notice website for compliance. A paper was passed to each of the board member to write down their information to Becky to add to the website.

**Trustee Reports:**

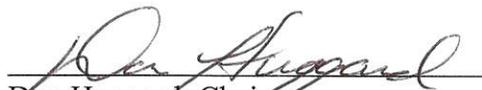
No Trustees reports at this time.

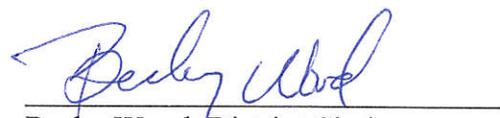
**Warrants & Financials:**

The warrant list for June 7, 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 June 7, 2016. Clair Provost seconded the motion that carried with all members voting aye.

**Adjourn:**

Colleen Bonner made a motion to adjourn the meeting at 7:25pm that carried with all members voting aye.

  
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Don Huggard, Chairman

  
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Becky Wood, District Clerk