

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

**Tuesday, March 6, 2018 at 5:30 p.m.**

Minutes of the Midway Sanitation District Board of Trustees regular meeting held March 6, 2018 at 5:30 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**

Clair Provost called the Meeting to Order at 5:30p.m.

**Roll Call:**

Don Huggard, Vice-Chairman

Clair Provost, Chairman

Celeste Johnson, Mayor

Cory Lott, PW Crew Chief

Scott Kettle, Engineer

Wes Johnson, Engineer

Becky Wood, Manager

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

**General Consent Calendar**

- a. Agenda for the 6 March 2018 Regular Meeting
- b. Minutes of the 6 February 2018 Regular Meeting
- c. Warrants & Financials

**Note:** Copies of items 2a, 2b and 2c are contained in the supplemental file.

**Motion:** Don Huggard Made a motion to approve the Consent Calendar for March 6, 2018. Celeste Johnson seconded the motion that carried with all members voting aye.

**Operator Report:**

Cory Lott updated the board on the progress of manhole and grease trap inspections. He also noted that there had been a root-plugged line at Valais that had been cleaned out. The board discussed grease traps around the district as well as the new restaurants in town that would now need to be inspected. Cory informed the board that Eric Mecham was now drawing up housesheets with both sewer and water lines on them as well as inspecting the type of bedding contractors were using to fill the holes. The Board discussed the Tate Lane pump house, Scott Kettle informed the board that EC Power had come to inspect the equipment and that they recommended ordering a new timer. Scott told the board that EC Power would be back for their semiannual inspection of the equipment

and that the grinder issues have been fixed. The board talked about power issues at the pump house. Becky Wood presented the board with the February billing from Heber Light & Power noting that the rate was double that of January's billing. Scott Kettle informed the board that he would talk to Heber Light & Power and discuss the issue. As part of the packets Becky Wood noted that there were a few items that public works was requesting. Bids were included for a push camera, a locator and expenses to repair the Soldier Hollow line issues. It was determined that (1) the push camera equipment would need to be demonstrated before the board before a decision would be reached and also a recommendation from Neerings on their push camera equipment; (2) a locator was not needed and (3) the Soldier Hollow issues did not need to be completed right away due to the duration of how long the issue has been going on and that it may not be necessary.

**Resolution 2018-02 (Amended Agreement with Midway City):**

The board held a short discussion on how to better include time spent on sewer inspections, housesheets, blue stakes, etc. and how to further improve the keeping track portion of the timecards for public works. Celeste Johnson noted that further research be done on this item and be brought back at the next meeting for consideration.

**Resolution 2018-03 (Updating Policies & Procedures):**

Becky Wood discussed updating the policies and procedures by sections at each of the board meetings this year. It was determined that the board would need a copy of the next section to be reviewed emailed out after each board meeting so that there be ample time to review and make redlines. Section 1 of the policies (glossary) was reviewed and no changes were made.

**Engineer Reports:**

Scott Kettle updated the board on flows as reported by Heber Valley Special Service District. As discussed at the last meeting Scott Kettle brought a review of costs for a SCADA system to be installed at the pumphouse and meters. It was determined that the existing phone system emergency dialer be looked at and repaired as needed. Becky Wood would contact Century Link to check for issues and get Cory's opinion on his SCADA system. The board received an update on the GIS housesheets project from Wes Johnson.

**Manager Report:**


Becky Wood updated the board on important upcoming dates and delinquent accounts.

**Trustee Reports:**

**Adjourn:**

Don Huggard made a motion to adjourn the meeting at 7:14pm that carried with all members voting aye.

  
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Clair Provost, Chairman

  
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Becky Wood, District Clerk