

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

**Tuesday, November 28, 2016 at 5:00 p.m.**

Minutes of the Midway Sanitation District Board of Trustees regular meeting held November 28, 2016 at 5:00 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 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:**

Kim & Jean Hoover, Citizens

**Approve the Agenda for November 28, 2016:**

Colleen Bonner made a motion to approve the agenda for November 28, 2016. Clair Provost seconded the motion that carried with all members voting aye.

**Approve the Minutes of the November 1, 2016 Meeting:**

Clair Provost made a motion to approve the minutes of the November 1, 2016 board meeting. Don Huggard seconded the motion that carried with all members voting aye.

**2016 Annual Donation Drive:**

Becky Wood updated the board on the progress of the Food Drive and the Donation Drive for the EMT/Fire Services Building. The board asked that thank you notes be sent to people who have donated and periodically check the donation jars at local businesses. Colleen Bonner made a motion to donate \$4,000.00 to the Midway EMT/Fire Services Donation Drive to be put towards kitchen cabinets as a reimbursement after installation. Don Huggard seconded the motion. Clair Provost abstained from the vote and discussion due to his affiliation with Wasatch County EMT Services.

**Engineers Reports:**

Scott Kettle informed the board that he would update them on the monthly flows as received from Heber Valley Special Service District when they were available December 1<sup>st</sup>. He informed the board that Twin D had completed the Interlaken cleaning and that he and Wes would be reviewing the DVD's before having more information available at the next meeting.

**Manager Report:**

Becky Wood informed the board of some issues at Soldier Hollow and would let the board know more once the lines could be explored further.

**Trustee Reports:**

Don Huggard thanked Scott Kettle for taking care of the roots and cleaning at Steve Stokes house on 300 east so quickly.

**Warrants & Financials:**

The warrant list for November 28, 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. Clair Provost made a motion to approve the warrants for November 28, 2016. Don Huggard seconded the motion that carried with all members voting aye.

**Miscellaneous Information:**

The board held a short discussion regarding the new proposed legislation regarding budgets and the dissolving of special districts.

**Resolution 2016-06 (Fee Schedule Addition to Policies & Procedures):**

The board reviewed the proposed Resolution of adding a late fee to the districts quarterly billings. Colleen Bonner made a motion to go into a public hearing to receive public comment on Resolution 2016-06. Kim & Jean Hoover gave their opinion that a small late fee would be doable for most people if it was necessary. There being no further public comments Don Huggard made a motion to end the public hearing. The board discussed fees to commercial users who utilized only a sink and a toilet as a “minimal water usage price” that would keep smaller commercial users from paying for more ERU’s. Included in the packets was a breakdown of other local utility late fees. The board discussed a flat fee as opposed to a percentage of past due balance late fee. Clair Provost made a motion to approve Resolution 2016-06, adopting a fee schedule for Midway Sanitation District and approve a \$15.00 late fee per quarter on all past due balances. Colleen Bonner seconded the motion that carried with all members voting aye.

**Adjourn:**

Colleen Bonner made a motion to adjourn the meeting at 6:24pm that carried with all members voting aye.

  
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Don Huggard, Chairman

  
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Becky Wood, District Clerk