

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

Tuesday, May 6, 2014 at 6:30 p.m.

Minutes of the Midway Sanitation District Board of Trustees regular meeting held May 6, 2014 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, The Store Express and 7-Eleven. A copy was sent to each of the Trustees and posted on the Utah Meeting Notice Web Site.

Roll Call:

Alan Cluff	Wes Johnson
Colleen Bonner	Scott Kettle
Laren Gertsch	Becky Wood

Others Present:

The Meeting was called to order at 6:37 p.m.

Approve the Agenda for May 6, 2014:

Trustee Gertsch made a motion to approve the agenda for May 6, 2014. Mayor Bonner seconded the motion that carried with all members voting aye.

Approve Minutes of the April 1, 2014 Meeting:

Mayor Bonner indicated that a few changes were needed before being able to approve the minutes. Trustee Gertsch said he also had some changes that he felt were needed to accurately document the meeting. Trustee Gertsch made a motion to table the minute's discussion and have the district manager re-listen to the meeting recording and correct any mistakes or misrepresentations of the minutes of the April 1, 2014 meeting. Mayor Bonner seconded the motion that carried unanimously. Trustee Gertsch also recommended bringing back the previous sets of minutes that had been "approved, but with changes" in order to verify that the changes had indeed been corrected.

Engineers Report:

Engineer Kettle gave an update on the Taramuhara grease trap issues. He noted that the trap had been cleaned on a Monday and by the following Friday the trap was once again full. He noted that he had sent a letter recommended to Greg Grass (owner/manager of Taramuhara) restaurant that they contact the owners and inform them of the need to install a new larger trap. Engineer Kettle also provided information on the specifications to Millstream Properties (Owners of the building).

Engineer Kettle then updated the board on the monthly and YTD flows, mentioning that flows had increased towards the end of the previous month. He noted that the J line metering was going

well and provided preliminary reports of the numbers; he noted that Jason was monitoring the flows twice weekly on Tuesday and Thursday. The board asked Engineer Kettle to provide ongoing information on the metering of the J line.

Engineer Kettle then reported on the cleaning of lines in the district. He noted that in 2008 the board had discussed a plan for cleaning the entire system on a schedule. He presented the map from those discussions. The board then held a short discussion on the best possible scenario for cleaning the system, how much money to budget for cleaning, if the district should be split into “quadrants” to monitor that all lines be cleaned within a certain time frame and how long that time frame should be. The board asked Engineer Kettle and Engineer Johnson to provide a more in depth listing of which lines should be cleaned every 1, 2 or 3 years and which lines were critical and needed cleaned more often as well as those lines in need of cleaning now. Engineer Kettle asked the board if they wanted to continue a contract with Val Kotter to continue cleaning the lines. The general consent of the board was that they were happy with the work Val Kotter provided and consented that the contract to be extended. The board asked if Engineer Kettle would contact Val Kotter to see if there was any way to save on mobilization costs by arranging a cleaning schedule.

Engineer Johnson and Engineer Kettle then presented a bid tabulation sheet for the upcoming Capital Improvement Projects of the district. The Engineers noted that the lowest bidder was KW Robinson. The City Council members would review the bid at the next council meeting and Engineer Johnson mentioned that he would let the MSD board know what the council had decided at the next meeting. The board discussed MSD bearing the most cost of the projects. Would it be beneficial to have the Irrigation Company and the City reimburse MSD as well as having Attorney Powell draft up an inspection contract between KW Robinson, MSD, the City and Irrigation Company? Engineer Johnson noted that the contract had already been let out under the Midway City name but an inspection contract could be a good idea.

Engineer Johnson informed the board of the new bond forms as recently completed by the Kantons project. There was a short discussion on “Out of Pocket” Engineering fees, payable by a Developer to MSD after being billed from the Engineers. Manager Wood noted that she would follow up with Kraig in regards to this issue.

Engineer Johnson updated the board on a discussion from last month’s meeting in regards to “borrowing” fees from the general fund to put into the capital projects fund. He noted that this was alright to do as long as it would be paid back. Engineer Johnson noted that the Capital Facility Plan was coming along great. He discussed going over a draft to make any changes before finalizing the facilities plan. It was determined that the board would review the facility plan at the July board meeting as Trustee Gertsch would be excused at the June meeting.

Managers Reports:

Manager Wood presented the manager report to the board (included in the packet and supplemental files). She verified that she had talked to Gay Motley in regards to the borrowing of the impact fees and said that MSD had utilized this procedure on the Michie Lane Project.

Manager Wood indicated that she had asked Kent Kohler to review the insurance policy of the district and that he was currently looking it over. There was a discussion in regards to the delinquent accounts of the district and what was being done to resolve those issues. Manager Wood indicated that in discussions with Mrs. Motley she had said that the number of accounts going into delinquency and eventually being collected through a tax sale was very few. Trustee Gertsch asked the board if the board was willing to let the delinquent accounts go uncollected for

5 years (the length of time it takes a property to go into a tax sale) or if there was any other collection options; was there a possibility of creating a resolution with the city to turn off a customer's water in order to influence them to pay their sewer bills? Manager Wood reminded the board that the numbers of customers that would require this was very few and questioned the significance of creating a resolution with the city. Manager Wood mentioned that she had invited Gay Motley to attend the June board meeting to answer some of the billing and delinquent account questions that she was unfamiliar with in case there was any miscommunication. Mrs. Motley handles the billing and customer accounts for the district and is a valuable resource. Manager Wood asked if she needed to have Mrs. Motley attend the July meeting so that all members of the board could be there and ask the appropriate questions. Trustee Gertsch noted that he was unsure that Mrs. Motley needed to come to either meeting but that he wanted to see a listing of all of the delinquent accounts. Manager Wood indicated that she would ask Mrs. Motley for an updated list for next month's meeting. Manager Wood noted upcoming training for the board members and staff.

Trustees Reports:

Trustee Gertsch indicated that he had a question in regards to a phone call he had received pertaining to a lot off of Pine Canyon Road near the Burgener home. It is recorded as one lot however; the owners were planning to divide it into three lots. Laren asked to give the city building department a "heads up" should the owner apply for a building permit. Moving the manholes are at the discretion of the property owner (Gene Probst) as it was given to him before the board after a change of ownership from MSD to Gene was granted 12-18 months ago.

The plats for Stringtown Estates Subdivision and Bowden Fields were presented for a final signature.

Warrants:

The warrant list for May 6, 2014 was presented for approval. (See copy in the warrant and supplemental files.) Trustee Gertsch made a motion to approve the warrant list. Mayor Bonner seconded the motion that carried with all members voting aye.

Adjourn:

Trustee Gertsch made a motion to adjourn the meeting at 8:12 p.m. Mayor Bonner seconded the motion that carried with all members voting aye.

Alan Cluff, Chairman

Becky Wood, District Clerk