

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

**Tuesday, February 4, 2014 at 6:30 p.m.**

Minutes of the Midway Sanitation District Board of Trustees regular meeting held February 4, 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:**

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

**Others Present:**

Shane Owens, Midway City Public Works  
Brian Balls, Summit Engineering

The Meeting was called to order at 6:33 p.m.

**Approve the Agenda for February 4, 2014:**

Mayor Bonner made a motion to approve the agenda for February 4, 2014. Trustee Gertsch seconded the motion that carried with all members voting aye.

**Approve Minutes of the January 7, 2014 Meeting:**

Trustee Gertsch made a motion to approve the minutes of the January 7, 2014 meeting. Mayor Bonner seconded the motion that carried unanimously.

**Emergency Response Plan:**

Discussed Section 1-3 of the “Emergency Response Planning Guide for Public Wastewater Systems” (See copy of outline in supplemental packet).

**Resolution 2014-02 (Jensen Annexation Agreement):**

(Annexation Agreement for property located at 65 South Johnson Mill Road) There was a lengthy discussion held in regards to construction standards of the lateral, liability and coverage as well as a neighboring property that would need to have trees removed/relocated in order to install the sewer lateral. It was determined that Attorney Powell would add to the resolution and email a clean draft to the District Manager. Brian Balls would discuss this with Sharon Jensen and talk with the gentleman at the neighboring property about the trees in the right-of-way. Mayor Bonner made a motion to approve Resolution 2014-02 with changes in regards to

construction standards of the lateral, liability and coverage. Trustee Gertsch seconded the motion that carried with all members voting aye.

**Resolution 2014-01 (Municipal Wastewater Planning Program Resolution):**

Engineer Kettle presented the annual planning program assessment. The board discussed issues of the District including a change in Grades. As per letter from the state dated December 3, 2013 (see copy in supplemental file) MSD has been changed from a collections system Grade I to a Grade II due to population increase. It was determined at the meeting that the 50 points marked off for non-compliance of the DRC's not having the correct certifications would not be reported due to a lack of correlation between the date of the letter and the timing of the annual resolution. The certification change compliance within the year would be noted on the form instead. Trustee Gertsch made a motion to approve Resolution 2014-01 with changes made. Mayor Bonner seconded the motion that carried with all members voting aye.

**Capital Facilities Plan/Impact Fee Study:**

Attorney Powell asked about the status of the Capital Facilities Plan/Impact Fee Study. He noted that upcoming Legislation would change some standards. The board discussed costs of an impact fee study to be done by Horrocks Engineers (see copy of impact study fees in the supplemental file). It was determined that Attorney Powell would look at the findings and complete a resolution for adoption by the board once an impact fee study had been completed.

(Attorney Powell left at approximately 8:00pm.)

The board then recommended waiting to make a formal motion in regards to approving expenditure in the amount of \$18,529.00 for Horrocks Engineers to do a comprehensive Impact Fee study until the Warrant approval section of the meeting. At that time Trustee Gertsch made a motion to approve the expenditure. Mayor Bonner seconded the motion that carried with all members voting aye.

**Engineers Report:**

Metering: Due to a spike in infiltration from rain and snow at the later part of January the board recommended that Jason keep an eye out for low-lying areas collecting water, snow dams alongside of roads, etc. any location needing attention. Manager Wood indicated that she would discuss this with Jason. The board also recommended changing vented man hole covers to non-vented lids in areas of high infiltration as needed.

Soldier Hollow Metering: Engineer Kettle presented the Soldier Hollow Fee Schedule, Exhibit B (see copy in supplemental file) in regards to monthly costs and maintenance. It was determined that the \$1,177 operation and maintenance fees be put into a separate account to be used for maintenance and to include the cost of the newly purchased meter into that account as well as line cleaning from 2008.

Tate Lane Pump House: 2 soft starts were installed. One was currently working. The second had some malfunctions and would be reinstalled ASAP.

JSSD Line Inspection: Engineer Kettle reported that the inspection by Val Kotter had been completed. He and Lynn Sulser needed to view the footage and discuss cleaning options. Engineer Kettle reported that there were no major areas of concern and only a few areas that would need to be cleaned.

Construction Standards: Engineer Johnson discussed Construction Standard changes. At the March meeting he will bring a bulleted list of changes that he would like to change per board approval.

Cascades at Soldier Hollow Issues: Engineer Johnson indicated that there was no change.

Grant Kohler: Engineer Johnson noted that MSD had originally planned for 1 ERU of usage for Grant Kohler's property. He is currently using 1.3 approximately. Engineer Kettle reported that he had had a discussion with Mr. Kohler in regards to him expanding the property to incorporate a storage facility including a restroom. The board determined that Mr. Kohler would not need to pay an additional impact fee as it would hook onto an existing lateral. However, Mr. Kohler's additional .3 use of ERU's as well as the ERU's from this additional restroom would need to be billed accordingly.

**Managers Reports:**

Manager Wood presented the Manager Report and noted that January had been a relatively quiet month with nothing major to report.

**Trustees Reports:**

There were no Trustees Reports at this time.

**Warrants:**

The warrant list for February 4, 2014 was presented for approval. (See copy in the warrant and supplemental files.) Mayor Bonner made a motion to approve the warrant list. Trustee Gertsch seconded the motion that carried with all members voting aye.

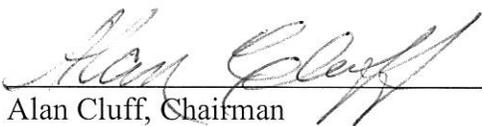
Trustee Gertsch then made a motion to ratify the expenditure of the soft-start mechanisms for the Tate Lane Pump house generator. Mayor Bonner seconded the motion that carried with all members voting aye.

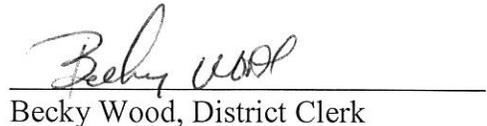
Manager Wood presented the delinquent account listing for MSD. The board discussed recourse of services not paid for. Manager Wood indicated that she would look into the situation. Manager Wood revisited the online bill pay discussion originally discussed in the October 2013 board meeting. It was determined that Manager Wood look into the costs of online bill pay and the option of going in half with the City and report back to the board at the following meeting.

**Adjourn:**

Mayor Bonner made a motion to adjourn the meeting at 9:10 p.m. Trustee Gertsch seconded the motion.

Next meeting is scheduled for March 4, 2014 at 6:30 p.m.

  
Alan Cluff, Chairman

  
Becky Wood, District Clerk