

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

**Tuesday, January 7, 2013 at 6:30 p.m.**

Minutes of the Midway Sanitation District Board of Trustees regular meeting held January 7, 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, Alan Cluff, Colleen Bonner, Scott Kettle, Wes Johnson and Becky Wood.

**Others in Attendance:**

Paul Berg, Berg Engineering representing Farm Springs Subdivision

The Meeting was called to order at 6:29 p.m.

**Approve the Agenda for January 7, 2014:**

Vice-Chairman Cluff made a motion to approve the agenda for January 7, 2014. Mayor Bonner seconded the motion that carried with all members voting aye.

**Approve Minutes of the December 3, 2013 Meeting:**

Vice-Chairman Cluff made a motion to approve the minutes of the December 3, 2013 meeting with changes. Mayor Bonner seconded the motion that carried unanimously.

**Farm Springs Subdivision, Final Approval:**

Paul Berg presented the Farm Springs Subdivision plat. As in the previous meeting the Board discussed the illegal use of pumps and how to prevent their use. It was determined that a note would be added to the final plat as well as each individual deed prohibiting the use of pumps. Chairman Gertsch asked Engineer Kettle to amend the letter of approval to include language prohibiting the use of pumps.

**Motion:** Chairman Gertsch made a motion to grant final approval of Farm Springs Subdivision, (Formerly the Settlement) under the conditions of noting on the plat and each deed “the prohibited use of pumps”. Vice-Chairman Cluff seconded the motion with all members voting aye.

**2014 Meeting Schedule:**

Mayor Bonner elected to continue the current meeting schedule of Midway Sanitation District Board Meetings held on the first Tuesday of the month. Vice-Chairman Cluff Seconded the motion with all members voting aye.

### **Organization of the Board:**

The Board discussed a re-organization of the Chairman and Vice-Chairman. It was determined that Alan Cluff would now be the Chairman of the Board, Mayor Bonner Vice-Chairman, and Laren Gertsch Trustee. Mr. Cluff made a motion to approve the new organization of the board; Mr. Gertsch seconded the motion, followed by Mayor Bonner voting in unanimous approval.

### **Appoint a Board Member of MSD to the HVSSD Board:**

There was a discussion held in regards to which board member would be appointed to the Heber Valley Special Service District Board. Trustee Gertsch mentioned that he would like to stay on as a board member of HVSSD. Mayor Bonner suggested that the Chairman of MSD should be on the HVSSD Board, thus nominating Chairman Cluff. After a lengthy discussion Mayor Bonner made a motion to appoint Chairman Cluff as new board member of HVSSD. Chairman Cluff seconded the motion, with Trustee Gertsch voting nay.

### **Accept the 2013 Impact Fee Report:**

Mrs. Wood presented the 2013 Impact Fee Certification to the board. Trustee Gertsch noted that it was his understanding that MSD had an overabundance of impact fees. He had previously called for an impact fee study, however the current Impact Fee amounts on the report did not constitute an impact fee study as there was not an overabundance of fees. Trustee Gertsch recommended that Engineer Johnson work with Mrs. Wood to research the capital improvement amounts reimbursed from impact fee money. Mayor Bonner made a motion to approve the 2013 Impact Fee Certification, under the condition that the impact fees would be researched further. Chairman Cluff seconded the motion with all members voting aye.

### **Additional Revenues and/or Expenditures Received by Midway Sanitation District during the 2013 Calendar Year:**

The board asked if anyone had additional items to add to the 2013 Budget in order to close out the year. No one present had anything to add. Mayor Bonner made a motion to close the 2013 Budget. Chairman Cluff seconded the motion with all members voting aye.

### **Engineers Reports:**

Engineer Kettle presented the December flows to the board. He noted the spike in flows due to the City's testing of the newly drilled Alpenhof Well. There was a short discussion on the amount to be charged to Midway City for the flow amounts in the sewer lines. It was determined that MSD would charge the City \$520.00 for the 520,000 gallons discharged.

Engineer Kettle discussed a bid from ID Electric for a "soft-start- mechanism to be installed on the generator at the Tate Lane Pump House. The bid was in the amount of \$3,500. Chairman Cluff made a motion to approve the expenditure for \$3,500 for the "soft-start" mechanism. Mayor Bonner seconded the motion with all members voting aye. Trustee Gertsch mentioned that this action would need to be ratified at the next board meeting.

The board discussed the billing amounts of Soldier Hollow, according to the newly installed meter. Cascades at Soldier Hollow, Price Subdivision, etc. may be part of the flows being charged to Soldier Hollow, the board collectively recommended researching billing amounts, separate maintenance accounts for Soldier Hollow and Wasatch Mountain State Park, prorating invoices if needed and possibly installing additional meters to monitor usage of homes near Soldier Hollow.

Engineer Kettle updated the board on the progress of the JSSD line cleaning, noting that Val Kotter has inspected the line from the meter down to the Doyle Wilson property so far. Engineer Kettle and the board discussed a few issues that have arose from the line inspection including a manhole on the Doyle Wilson property that needed to be raised and the Shelton property below the William ditch that was a low lying area, a scenario for flooding.

**Manager Report:**

Mrs. Wood presented the board with a cost of purchasing an iPad for Jason to go along with the GIS system. She indicated that the costs would be \$500-\$600, plus usage fees and a data plan. She noted that she had contacted Georgia McQuire at Midway City to see if we could get on the City's Verizon account as Jason already has his public works phone on that account. Mrs. Wood indicated that Georgia would get back to her with that information.

Mrs. Wood indicated that the Blue Boar Inn would be replacing their grease trap. Upon inspection, Jason had noticed a break in the under the sink trap and talked with the owners about its replacement. Mrs. Wood also indicated that the Tarahumara Restaurant traps were full and needed to be cleaned per Jason's inspection. Mayor Bonner noted that the Restaurant had expanded to a Cantina and now a bakery. The board collectively noted that with a change in use, an upsized grease trap should be required on the building permit. Engineer Johnson mentioned that Wendy would be invited to the next staff meeting as she was out of the office during last month's staff meeting to give us a better understanding of the building permit process. Mayor Bonner asked why Ridley's grill was not being inspected as there was no signature on the list of traps inspected. Mrs. Wood indicated that she would discuss that with Jason and report back.

Mrs. Wood presented the board with a "file purge" list from the archives listing potential files that could be destroyed as well as a list of all files contained in the archives room. She indicated that there was an abundance of files in the archives and according to the Utah State Archives retention list these files could be destroyed. The board discussed keeping important documents, Trustee Gertsch recommended that Mrs. Wood return to the board with a list of items that she considered critical along with a retention schedule of her own and let the board discuss those items. After a short discussion it was determined that the listing of files to be destroyed could in fact be destroyed, except for the retirement information noted on the listing.

Trustee Gertsch inquired about the delinquent sewer listing and asked if there were any updates in regards to payments made. Mrs. Wood mentioned that she would get an updated listing ASAP. The board discussed options of collecting payments and any recourse the board could have if payments were not made after one year, two years, or five years. The board also inquired about the fee amount charged from Wasatch County to process the delinquent accounts. Mrs. Wood indicated that she would look into the process.

Mrs. Wood welcomed Mayor Bonner to the board and presented a basic sewer introduction film. A book of sewer bylaws, budget and misc. 2014 information was given to the board for reference.

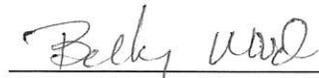
**Warrants:**

The warrant list for January 7, 2014 was presented to the board for approval. (See copy in the warrant and supplemental files.) Chairman Cluff made a motion to approve the warrant list. Mayor Bonner seconded the motion that carried with all members voting aye.

**Adjourn:**

Mayor Bonner made a motion to adjourn the meeting at 9:10 p.m. Chairman Cluff seconded the motion with all members voting aye.

  
\_\_\_\_\_  
Alan Cluff, Chairman

  
\_\_\_\_\_  
Becky Wood, District Clerk