

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

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

Minutes of the Midway Sanitation District Board of Trustees regular meeting held March 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  
Alan Cluff  
Becky Wood

Wes Johnson  
Scott Kettle

**Others Present:**

The Meeting was called to order at 6:30 p.m.

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

Trustee Gertsch made a motion to approve the agenda for March 4, 2014. Chairman Cluff seconded the motion that carried with all members voting aye.

**Approve Minutes of the February 4, 2014 Meeting:**

Trustee Gertsch made a motion to approve the minutes of the February 4, 2014 meeting. Chairman Cluff seconded the motion that carried unanimously.

**Emergency Response Plan:**

Discussed Section 4&5 of the "Emergency Response Planning Guide for Public Wastewater Systems" (See copy of outline in supplemental packet). There was a short discussion held in regards to insurance coverage as well as the City's plan for emergencies.

**Engineers Report:**

Metering: Flows increased around the 7, 8 & 9<sup>th</sup> of the month. Manhole on Main Street and 250 West had flow running into the sewer therefore swapped lid for a non-vented one. Michie Lane has similar problems. Jason has been out looking for low-lying area to minimize flows into the manholes.

JSSD Line Inspection: Engineer Kettle reported that he had met with Lynn Sulser to view the footage and discuss cleaning options. Engineer Kettle reported that in the wintertime in some areas it was hard to determine if flows were from run off or an actual leak. The board discussed installing meters along the JSSD line down to the Neerings property to monitor ground water for approx. 6 months and report back to MSD monthly.

Construction Standards: Engineer Johnson asked the board if they would like to cover the Construction Standard changes tonight. It was determined that there would be a meeting after the MSD meeting to discuss the changes for anyone wanting to stay.

Trustee Gertsch asked Engineer Johnson and Kettle why the bids for the Pine Canyon Road projects were not out to bid yet. Engineer Kettle noted that the project will be out to bid later this month. Engineer Kettle discussed the possibility of tying into another project in regards to the Gerber Water Line. Engineer Johnson noted that the Pine Canyon Road project will be discussed in depth at the April MSD meeting.

Capital Facilities Update: Engineer Johnson discussed the possibility of area expansions while reviewing the capital facilities plan. Trustee Gertsch indicated that he had already discussed the idea of expansion and it was his understanding that the lines throughout the city were already built for future growth. Engineer Kettle noted that the lines closer to Main Street were installed with future growth in mind and could handle the growth but the upsized lines could be installed further out around the city and the possibility should be included in the facilities plan update.

**Managers Reports:**

Manager Wood presented the GIS reporting console and the listing of the manholes and grease traps inspected to date. Trustee Gertsch asked Manager Wood the status of the complete manhole inspections. Manager Wood indicated that she had told Jason to start again with the manhole inspections, breaking the city into sections and start to work his way through all of the manholes with the new GIS software once again. Trustee Gertsch mentioned that MSD had been trying to get through all of the manholes 100% for 2-3 years and still have not completed the task. Manager Wood indicated that she would discuss this with Jason and get him started on the most recent list of inspections.

Trustee Gertsch inquired about the time Jason had spent working on MSD items and wanted to see the spreadsheet previously done listing hours worked.

Trustee Gertsch inquired about the billing invoices for the Engineers and the Attorney in the packets. Manager Wood made a note to once again include the invoices in all future meeting packets.

Manager Wood showed a few slides of manhole issues around the district. The board made comments and provided thoughts on how to improve the issues including adding road base to a sinking manhole in Cascade Meadows development which would eventually be repaired by the developer once the development is finalized.

Manager Wood presented a breakdown of the Soldier Hollow maintenance fund amounts as requested by the board in the previous MSD meeting. Manager Wood indicated that the fund was currently included in the PTIF Operating Account and had been in this location since its beginning in 2001. Trustee Gertsch noted that this was not allowable under the fund accounting rules and favored that it be moved to a separate account immediately. Manager Wood said she would move the fund asap.

**Trustees Reports:**

There were no Trustees Reports at this time.

**Warrants:**

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

**Adjourn:**

Trustee Gertsch made a motion to adjourn the meeting at 7:44 p.m. Chairman Cluff seconded the motion.

Next meeting is scheduled for April 1, 2014 at 6:30 p.m.

  
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Alan Cluff, Chairman  
Colleen Bonner

  
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Becky Wood, District Clerk