

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

Tuesday, September 5, 2017 at 5:30 p.m.

Minutes of the Midway Sanitation District Board of Trustees regular meeting held September 5, 2017 at 5:30 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, Ridley's Express and 7-Eleven. A copy was sent to each of the Trustees and posted on the Utah Meeting Public Notice Web Site.

Call to Order; Opening Remarks or Invocation

Don Huggard called the meeting to order at 5:30 p.m.

Roll Call:

Don Huggard, Chairman	Clair Provost, Vice-Chairman
Colleen Bonner, Trustee	Scott Kettle, Engineer
Wes Johnson, Engineer	Cory Lott, PW Crew Chief
Becky Wood, Manager	

Note: A copy of the meeting roll is contained in the supplemental file.

General Consent Calendar

- a. Agenda for the 5 September 2017 Regular Meeting
- b. Minutes of the 1 August 2017 Regular Meeting
- c. Warrants & Financials

Note: Copies of items 2a, 2b and 2c are contained in the supplemental file.

Don Huggard noted a few minor changes to the minutes and asked Becky Wood to correct the changes.

Motion: Colleen Bonner made a motion to approve the consent calendar. Don Huggard seconded the motion that carried with all members voting aye.

Operator Report:

Cory Lott updated the board on the progress of manhole and grease trap inspections, noting that the grease trap inspection had been completed earlier today and to date 1,324 manholes have been inspected. There was a short discussion on the pending Verizon Wireless tower that would help with some pictures and coverage issues. Don Huggard discussed Becky Wood's hours for the District and the City. He asked about the requested reporting of all manholes on the GIS system marked in pink, which showed the "problem" manholes. Becky mentioned that she was working with Horrocks on this issue to see if they could come up with a generatable report. The board discussed whether it was more important to fix the problem manholes at the time of inspection or

complete all of the inspections and then return to fix all of the problem areas. Wes Johnson mentioned that it should be at the Operators discretion based on the severity of the issue. Don Huggard also asked about the issues at the pump house which resulted in lack of power and no propane for the generator. Scott Kettle and Cory Lott explained to the board that power from Heber Light & Power had been down and forced the generator to run over a period of 44+ hours between Friday afternoon and Monday morning and essentially run out of fuel. Cory and Scott informed the board that power had been restored, propane was on the way and everything was working properly.

2018 FY Budget:

Becky Wood reviewed and discussed the current year budget and actuals and what each budget section contained. The board put together some preliminary numbers to be reviewed at next month's meeting. Colleen Bonner mentioned that it may be beneficial to review the budget and make any needed adjustments more than once per year. It was determined that the budget review on a final budget would take place in the Spring and in the Fall.

Engineer Reports:

Scott Kettle updated the board on flows as reported by Heber Valley Special Service District as well as the potential for a grease trap disagreement with the builder of the River Bottoms Lodge/Horner Barn project. Becky Wood noted that the builder had requested to be put on the agenda at next month's meeting to discuss the issue.

Manager Report:

Becky Wood updated the board on the progress of district functions and the delinquent sewer accounts of the district, upcoming training and Impact fees from Interlaken that were not being collected. Becky informed the board that she was working with Dennis Gunn, Heber Valley SSD, Epic Engineering, Interlaken's Plan Review Company, Wasatch County and Bart Smith, Clerk for Interlaken Town to remedy the situation. The board discussed setting up a meeting with all involved parties in conjunction with the HVSSD meeting later in the month. Becky asked the board to give her a little time to gather information to see if she could find out how many permits may have been issued without the impact fees. The board asked Becky to provide a copy of the current Policies' and Procedures of the District to Interlaken in order to alleviate any future concerns.

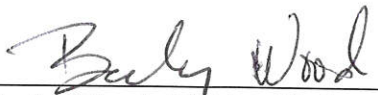
Trustee Reports:

Don Huggard asked Becky Wood about the completion of the policies and procedures. He also questioned why Fabian VanCott had charged the district for the phone call that was never made at last month's meeting. Becky asked the board to allow her more time to put together more policies that she thought should be part of the policies based on recent training she had attended. She noted that the formatting of the current policies needed updating and a lot of time had been spent on that. The board noted that she had until Thanksgiving to get the policies and procedures in order and approved.

Adjourn:

Colleen Bonner made a motion to adjourn the meeting at 7:44pm that carried with all members voting aye.


Don Huggard, Chairman


Becky Wood, District Clerk