

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT
5455 West Old Highway Road, Mountain Green, Utah 84050

Minutes of the Board of Trustees Meeting

Wednesday, March 4, 2020

6:00 P.M.

APPROVED

Board Members Present: (Chairman) Larry Nance, Zane Gray, Lannie Jolley, Taylor Nielsen and Nathan Hill.

Employees Present: Kent Wilkerson (Manager) and Courtney Ross (Office Assistant)

Guests Present: Vance Bostock (WPR), Jared Anderson (Sunrise) and Tina Kelley.

A. Call to Order: Chairman Larry Nance welcomed everyone present then called the March 4, 2020, meeting to order at 6:05 P.M.

B. Prayer: Zane Gray

C. Public Comment Period: No comments

D. Approval of Agenda: Before approving the agenda, Chairman Nance took a few minutes to explain the reasons he has recommended that Kent print all of his future reports using only black print and that any changes or corrections from original documents and/or wording in annexations, policy changes or bylaw changes to be made only in blue print so everyone will know that it is new information. Also, if Taylor has corrections, that those be made in Red. Larry stated that he thinks this will help to keep things less confusing going forward.

Member Gray then made a motion to approve the Agenda as presented. Member Nathan Hill seconded the motion. All voted in favor. Motion carries.

E. Declaration of Conflicts of Interest: None

F. Approval of Minutes: Board members reviewed the minutes from February 5, 2020, and discussed corrections to those minutes. Corrections: #1. Page 18, 1st paragraph, instead of "2 or more," to read, "more than 2." #2. Page 18, 3rd paragraph, 2nd sentence where it states, "He said (Jared) that the project should be 25% complete by the end of March 2020." Member Hill asked if we could be more specific when referring to the project where we haven't started construction yet. Kent clarified that this item relates to work order # 2 for Sunrise. #3. Page 18 half way down where it states: "Re-use Evaluation." Kent clarified that he had taken this directly from Jared's staff report. Correction would remove "Lots pending" and replace with "several meetings pending."

Member Gray then made a motion to approve the Minutes of February 5, 2020, as corrected. Chairman Nance seconded. All voted in favor. Motion carries.

AGENDA ITEMS

1.) Plant Expansion Update-

Sunrise Engineering- Tasks

Jared from Sunrise presented the plant expansion update. Jared further explained a chart which he is working on that will show each specific item and where Sunrise is on each item. This will be provided to Kent which he will then provide to board members in their monthly staff reports.

Taylor stated that the reason this is helpful for us is that it allows us to see updates and where we are on each of the items on this work project each month with Sunrise and is helping to keep us on track. It is also helpful to see a visual of what is coming up, so that everyone is aware and can make proper evaluations. Taylor said that he would like to see this information sent out a few days prior to our board meetings so board members can have any questions ready prior to our next meeting.

Both Jared and Taylor made several comments as they discussed Re-use Evaluation, the Capitol Facilities Plan, limits on phosphates and pre-funding. Jared said that they will be addressing how we should reuse. Larry remarked that the phosphate level as being the driving force and the Federal guidelines and evaluations are now based on a twelve month period. Kent stated that during this evaluation process we will let Sunrise finish their job on water reuse.

Larry commented on the low interest rates on money at the current time and recommended that we put Zion and First Bank on our June agenda to discuss the financials as he knows that they will likely agree to lock in rates at least twelve months in advance.

Larry then summed up the Sunrise discussion and Board members concurred that the Master Plan is to be completed by the end of April and secondly, Jared will be conducting a meeting with Taylor and his committee to work on the Treatment Plant Expansion Evaluation by the end of March with the goal of getting the Matrix's out by the April meeting. Larry also made the request that they send everyone the new timeline which has been discussed.

ANNEXATION POLICY - Pending ordinance

Kent briefly addressed a draft for the District's Annexation Policy and the realization that there could be a large demand outside of the District boundaries to become annexed into the District. The draft Annexation Policy states that we are happy to help if we can but we need to be sure that their plans are based on sound engineering principles so as not to jeopardize the District. After discussing the draft policy Kent said that he would propose that the larger developers

submit to us a Letter of Interest containing an Impact Fee analysis study. Taylor also suggested that the monthly fees double until such time as their annexation process is complete.

Board members briefly discussed the situation with the residents of the Rose Hill Subdivision and different options to encourage them to become annexed into the District and hopefully make connection to the sewer. Kent will continue to work on refining the policy to be completed with the master plan.

2.) Review Reports

A. Auditor:

B. Manager:

Member Hill presented the Auditor's Report. Board members briefly discussed this report including expenditures and transfers.

Kent then presented the Manager's report.

Larry questioned why Kent did not include the Depreciation numbers. Kent explained that he had previously transferred funds into the PTIF account #0248 and some should have been put into the depreciation account which he has since corrected.

Larry questioned why was our tax income was so high. Kent explained that it is just the way it comes in from Morgan County.

Kent further explained the Services/ ERU table format. Larry made the suggestion for Kent to show the number of Will-Serve's committed. (Mike McMillan 10-lots/ paid).

Kent briefly reviewed the MWWP Report (Municipal Wastewater Planning Program Annual Report) that he had filed with the State and which also requires board review. Kent indicated that this report is to assist the District in evaluating the technical and financial needs of our wastewater system. The council decided to approve the MWWP report at a future meeting

3.) Board New Business

Larry suggested that we send out a public notice of change of meeting for our April board meeting, which has been changed from our regularly scheduled meeting of April 1, 2020, until April 8, 2020.

Manager Kent reviewed the Park Lease agreement with Morgan County for \$ 1.00 per year. This is a five acre parcel which belongs to the District. The County then leases this property to

farmers (Duane Johnson) who cuts and bundles this grass. We have already invoiced the County for the current year and have received payment. Kent recommends breaking this lease and bringing the income up to market rate as it is worth more to us than the \$1.00 per year. Board members then discussed the Park Lease and different options or possibilities such as swapping our \$500 right of way agreement with Mr. Johnson for a yearly park lease. It was the consensus of the Board to break the lease with Morgan County with the Manager to send a letter. Discussion of Mr. Johnson to hay the ground - trade for access to the main line in lieu of \$500. No new action until the Master Plan is approved and determined needs for the property.

Kent expressed that he would like to order a new conference table for the board room as the current ones are approximately thirty some years old. Board members discussed the purchase of a new conference table and each (with the exception of Chairman Larry) expressed that they were in favor of a new board room table. Other items discussed were sending out proposals for a new auditor. Kent remarked that this item is high on his priority list and that of our 2020 video cleaning.

Board members briefly discussed an office assistant and the need to advertise properly: State Website, Morgan County News. Kent said that at this point in time Courtney has indicated that she would be willing to stay on to do the board minutes. Larry recommended that if we do replace her that we make certain that person be capable with Excel, Quick Books and get someone who can help us.

4.) Motion to Adjourn

Member Gray made a motion to adjourn the meeting. Chairman Nance seconded the motion. Motion carries. The meeting was adjourned at 9:00 P.M.

Signed: _____