

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT
5455 West Old Highway Road, Mountain Green, Utah 84050
Minutes of the Board of Trustees Meeting
Wednesday, March 7, 2018

General Work Session
6:00 P.M – 7:00 P.M.

All Board Members were invited to participate in a General Work Session for the purpose of creating a set of Bylaws for the Board of Trustees as it relates to the MGSID.

Those present for this work meeting: Zane Gray, Blair Larsen, Larry Nance, Lynn Peterson and Bob Woodcock. Excused: Gary Ross and Wendy Eliason. Employee's present: Robert Volk. The work session was recorded but not transcribed into minutes.

Board of Trustees Meeting at 7:00 P.M.

Board Members Present: Zane Gray, Blair Larsen, Larry Nance, Lynn Peterson and Bob Woodcock **Excused:** Wendy Eliason & Gary Ross.
Employees Present: Robert Volk, Janet Boudrero and Sadie Barlow. **Guests Present:** Tina Kelley.

Call to Order: Board Chairman Zane Gray welcomed all present and acknowledged those public residents with us this evening. He then called the meeting to order.

Prayer: Zane Gray

- A. Approval of Agenda:** Zane made a motion to approve the Agenda. Larry seconded the motion. Motion passed. All voting in the affirmative.
- B. Declaration of Conflicts of Interest:** Zane asks if anyone recognizes a conflict of interest. Nobody does.
- C. Approval of Minutes- February 7, 2018:** Larry motioned to approve the minutes of February 7, 2018. Blair seconded the motion. Blair then reminded everyone that any further business would need to be delayed until those waiting to be sworn in are sworn in. Zane then proposed that we should hold off approving the minutes until next month when there is a full board as he would also like Gary and Wendy's input. The February 7, 2018 minutes will be approved at the April 4th meeting.
- D. Next Board Meeting is scheduled for April 4, 2018 at 7:00 PM**
Larry asked if we are going to have a work session. Zane suggested that we may have a shorter agenda next month and wants to take a vote on it when we get to item # 5.
- E. Public Comment Period :** Zane then turned the time over to Tina Kelley for her public comments.
Tina: I was hoping that Judge Hassell would be here, he contacted me yesterday and I contacted Zane but I didn't get a reply back. This is in regards to # 1. Discussion /

Swearing In. Judge Hassell received an email I believe saying that he didn't need to attend this meeting because Lynn had changed his mind and wanted to be on the board, so there was no longer an opening he didn't need to attend and he was confused about that since you had advertised it since he saw Lynn resign in the meeting. Your minutes reflect even though they have not been approved I have the preliminary minutes that reflect that he did resign. So, I guess what I am wondering is he going....I don't have a problem with Lynn, I love him we've been good friends for a long time

Lynn: It was a verbal resignation, Tina there is not a hard copy of anything

Tina: Okay, but it was in a public meeting, I 'm going to try to not get engaged I know I will get rebuked for it. So, I'm just saying it was in the meeting it was a public meeting it was reflected in the minutes however you decide to do it if you just want to reappoint him that is fine. I just thought there should be due consideration for the people who did apply Bob and Judge Hassell and you had appointed Bob at the last meeting and Judge Hassell had hoped to be here and be considered for the second opening. He's not here and he was interested in it but was told he did not need to be. I just wondered about that, I'm not asking questions I'm just giving you my comments I won't interfere in the rest of your meeting I don't know what you talked about previously because I don't have the ability to be here at six o'clock, sorry about that. Thank you for your time.

Zane: Thank you Tina. That is our only public attendee tonight. Clarification to the board: I sent Judge Hassell a courtesy email telling him that there was no opening available then after that I turned around and reviewed the minutes and if the minutes are accurate it stated that Judge Hassell choose to withdraw and so I felt bad about sending him that email thinking it was all said and done.

Blair added that he remembered it differently and felt that Judge Hassell had left so the board could discuss the item then make their decision as Mr. Woodcock as previously excused himself for the same reason.

Zane asked who had typed up the minutes to which Janet stated that she had done the majority of them and that it was not a direct transcription and Robert had made some corrections and additions.

She also remarked that she could not clearly hear what Judge Hassell's remarks but heard him say something to the effect to just let him be surprised.

Lynn then shared his thoughts and feelings and suggested that the board get it figured out and started to leave and said he would be back next month. He said if the public could see how they were acting they would just laugh as nothing would ever get done. He said he doesn't think Morgan County would act like this. He then added that he wants to stay on the board and that we need to be a team, you can't be bickering and thumbing. Figure it out. I'll be back.

Blair suggested that the board look to Zane for leadership as he is the board chairman and not take direction from the staff.

Mr. Woodcock made the suggestion that Robert and Janet review the audio portion then send out to the board the corrected version.

Board members continued to discuss this heated item.

Mr. Woodcock made several positive remarks and Larry also stated that he felt that Robert is not trying to manage the board but tries to give assistance and shared that there is a distinction between the manager and the duties of the board.

Blair: We had an election cancelled on the direction from the staff that's what it's all about and that's where it all started.

Mr. Woodcock expressed that perhaps they should listen to Lynn as he deserves credit for the things that he said. He suggested ways to achieve that. He feels that getting caught up on the technicalities is not productive. He expressed that Robert's Rules of Order is too restrictive. He said that the board is doing a lot of thing right but it does not mean that they cannot do them better.

Zane shared that we have to respect others opinions and we are a small enough group and can turn to the public and especially Tina who is a great asset to the District.

Blair would like to keep the decisions of the board separate from the operations of the district. Board members continued to argue this at some length.

AGENDA ITEMS

Item #1: Discussion: Swearing In

Zane swears Bob Woodcock into the board. Bob repeats the oath of the office for serving in a local community district. Bob is told to make sure he signs the papers and gets those to Robert.

Item #2: Discussion/Decision: Transfer money between accounts

Larry reads the section pertaining to our financial accounts and the money in them. Larry then suggests moving \$5,000 from the 5271 account and moving it to the PTIF account 4578. Then move \$50,000 from the main checking into the PTIF account 4668. He then explains there are more funds then what there are shown on the paper. Robert then explains \$52,520 was in the account as of the last day of the last month. There is now \$64,000. Larry motions to move the \$5,000 to the 5271 account and \$50,000 to the 4668 account. Bob seconds the motion. All voted affirmative. Motion passed.

Item #3: Discussion: Secretary for Minutes

Sadie Barlow was welcomed in as a new employee of the Mountain Green Sewer District. She will be working on Fridays and typing the minutes for the board monthly meeting.

Item #4: Discussion: Monthly Auditor's Report

The audit was fine and the staff had taken care of everything accordingly. Larry suggested that the district look into a credit card that gets cash back. Zane asked if there was a card like Costco that would work. Robert felt like Larry had done his homework on the situation and the Capitol One that offers 2% cash back card would be the best. After discussing with the board Larry motioned that Robert pursue a credit card on behalf of the district to get a card with cash back. Blair seconded the motion. All voted in affirmative. Motion passed.

Item #5: Discussion: New Business

These are Discussions and Discussion/Decisions items to be added to the agenda for next month.

Robert would like to add a discussion/decision item on the creation and distribution of the agenda and minutes. What exactly is the board expecting? When does the board want these documents to be done by. When and where does the board want the agenda and minutes sent. What exactly are the Trustees wanting the minutes to represent, an exact dictation or a subjective summary of the discussion. This was briefly discussed with the board but was decided it will be ironed out next month.

Blair states he would like a discussion on the Leon Polson construction job. It is then brought to his attention that it was stated in the January minutes. Janet provided a copy of the bill to Blair during the meeting and the copy was returned to Janet after asking for a copy of the document.

Blair would like a discussion about the Grievance situation and how that has shaken out. Or what was decided.

Blair would like a discussion on doing a staff log, that shows hour by hour of what the staff are doing to have an idea of where the majority of the time is being spent on a day to day basis or a Daily log of staff routine.

Blair wants a discussion on what papers are being signed by the staff for the board of trustees. He would like to discuss who and when something has been signed and would like to discuss if the chairman or board of trustees signature are under the staffs signature. It then goes into a discussion with the board and Blair withdraws. Zane says there will be a discussion of the delegation of duties to staff. To update the board on things that are signed by the staff.

Zane would like to have a discussion on wanting to see a list of all the reports that the Manager files.

Larry would like a discussion/decision item on changing how the transfers are made between bank accounts.

Larry wants to have a discussion about bylaws. Larry says that there is over three hours' worth of bylaws information to review and that they were only able to cover one and a half pages. It is discussed that we need to make sure there is enough time before or after to review these items. He would like to discuss when the best time is going to be to meet to go over the bylaws. Bob suggests that they wait and hold it after the board of trustees meeting. Blair explains that it is hard for him to make it by six pm. It is decided to discuss this at the next meeting when there are more board members present.

Item #6: Discussion: Manager's Report/District Operations- February 2018

Zane read the report. Effluent continues to measure well within state requirements and removed over 92% of the BOD & 95% of TSS in February. E-Coli bacteria registered as Non- Detectable. The rest is Information for you to realize we have a good jump on the number of ERU's or impact fees totals. Then below are the ERU's connected we are at 60% of our capacity. You see some budget numbers that Larry is keeping track of the operations and incomes. Robert explains that the negative numbers you see in January of \$15,000 and it had to do with an

expense of \$35,000 that had to do with the connection project then again these are year to date next month that will be zero or close to zero or positive. We just had a big expense at the beginning of the year.

Larry would like to add one more item to the agenda a discussion only on future rate increases.

Zane reminds about the trainings and asks Bob if he has had a chance to do it yet and Bob states he has already turned it into Robert. Blair and Wendy and the new Board Member will need to get certified on both courses Training New Board Members and Open Meetings.

Item #7: Discussion: Board Training

There was nothing to be discussed for number 7.

Item #8: Motion to Adjourn

Zane asks if anyone would like to stay and start the bylaws, Blair says he isn't prepared to stay tonight. Bob then says he thinks it would be of value to stay, but also thinks it would be a good idea to wait until Wendy and Blair and are present. Zane says that sounds like a motion to adjourn and Larry seconds it.

Motion to Adjourn:

9:35 P.M. Blair made a motion to adjourn. Larry seconded the motion. Motion passed.

Signed _____