

**MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT**  
5455 West Old Highway Road, Mountain Green, Utah 84050  
**Minutes of the Board of Trustees Meeting**  
Wednesday, December 5, 2018  
**PUBLIC HEARING AT 6:00 PM**  
**BOARD OF TRUSTEES MEETING AT 6:30 PM**

**Board Members Present:** Zane Gray, Larry Nance, Lynn Peterson, Gary Ross and Bob Woodcock. Excused: Wendy Eliason, Rick Kempton.

**Employees Present:** Robert Volk, Sadie Barlow

**Guests Present:** Rod Taggart, Mark Ray, Lannie Jolley and Jesse Summers.

**A. Call to Order:** Zane Gray 6:00 Pm Zane welcomes everyone to the Public Hearing for the Budget for 2019.

**B. Prayer:** Gary Ross

**C. Public Comment Period:** Rod Taggart thanked the Board for their time and all they do for the community. He came to the meeting hoping to find some answers on plans to address the growth.

**AGENDA ITEMS**

**Item #1: Public Hearing to review and approve the 2019 Budget**

- Zane Gray welcomed everyone and opened the Public Hearing at 6:03 PM.
- Zane then opened the floor for any Public Comments.
  - Rod Taggart stated that he would like some information during the Budget discussion regarding what plans the District has for expansion and growth accommodation.
- Zane then noted that state regulations require the District to have a Public Hearing in December in which the budget for 2019 will be presented. The half hour between 6:00PM and 6:30PM is reserved for the Public Hearing, and no formal actions may be taken until the half hour is complete and public comments regarding the budget have been expressed.
- The 2019 Revenue Budget is based on the January 1, 2019 rate increase to \$44.00 per month, which was approved at the Public Hearing December 2014, and confirmed in the November 2019 Board Meeting.
- After the Public Hearing has ended, the Board will be requested to approve the final 2019 budget and the 2019 budget resolution, and then make any necessary amendments to the current 2018 budget.

- The District Manager then went over the budget for 2019 in detail and welcomed questions during the presentation. There was light discussion but no requests were made for any changes.
- Larry made a motion to close the public hearing. Bob seconded the motion. Motion passed, Unanimous. The Public Hearing was closed at 6:45PM.

## **BOARD OF TRUSTEES MEETING AT 6:30 PM**

**Call to Order:** Zane welcomes everyone to the December Board Meeting at 6:55PM

### **D. Approval of Agenda:**

Larry made a motion to approve the agenda as presented. Gary seconded the motion. Larry withdrew his motion and Bob made a motion to approve the agenda with the deferral of items # 9, 10 & 11 to our next meeting. Larry seconded the motion. Motion passed, Unanimous.

### **E. Declaration of Conflicts of Interest.**

None.

### **F. Approval of Minutes:**

Zane requested a correction on page 2 Item # 2, to change “All Voted” because he did not vote on that item. The rest of the Board agreed that it should be changed to “Unanimous” to reflect the votes of all of the Board Members who did vote. The same change was then requested for items # 7 & #12. On item #17 a request was made to remove the word “is” from between “sending” and “...a list....”

Gary made a motion to approve the minutes as modified. Larry seconded the motion. Motion passed, Larry, Lynn, Gary & Bob voted to approve. Zane did not vote.

### **G. Next Board Meeting is scheduled for January 2, 2019 at 6:30 PM.**

### **H. Public Comment Period:**

None

### **Item #2: Does the Board approve the 2019 Budget that has been presented?**

Bob made a motion to approve the 2019 Budget as presented. Lynn seconded the motion. Motion Passed. Unanimous

**Item#3: Discussion/Decision: Does the Board approve Resolution 181205 to adopt the 2019 Budget?**

Larry made a motion to approve Resolution 181205 to adopt the 2019 Budget. Bob seconded the motion. Motion passed. Unanimous

**Item # 4: Does the Board want to make any amendments to the 2018 budget?**

None were requested.

**Item #: 5: New appointments to mid-term fill two Trustee positions.**

The three candidates, Jesse Summers, Mark Ray, and Lannie Jolley, gave brief presentations regarding their qualifications and reasons for wanting to serve. The Board then thanked the candidates for their time and told them that the Chairman would get back to them with a decision after discussion between the Board Members.

**Item # 6: Chairperson for 2019**

There was a discussion about choosing the new chairperson. Lynn made a motion that we decide tonight to appoint Larry Nance as Chairman for 2019. Bob seconded the motion. Lynn, Larry and Bob voted. Gary and Zane abstained. Motion passed.

**Item# 7: Vice Chairperson for 2019**

Gary made a motion that we postpone the vote for Vice Chair until the January 2, 2019 meeting. Lynn seconded the motion. Motion passed. Unanimous

**Item # 8: 2019 Schedule of Board Meetings ~ 6:30 on first Wednesday of each month.**

This is Information for the Board.

**Item #9: MGSID Personnel Policy/Handbook, Benefits and Wage Step Plan Intervals.**

Postponed to January.

**Item#10: Review Wage Increase Intervals on Wage Step Plan**

Postponed to January.

**Item # 11: Benefits for Part-Time Personnel**

Postponed to January.

**Item #12: Monthly Auditor’s Report**

Larry gave the monthly auditors report there were no discrepancies.

**Item #13: New Business**

Larry thanked Wendy, Gary and Zane for all their work they have done for the district.

- 1. Swearing in new Board Members, Chair and Vice Chair
- 2. Adding items 9,10,11 to next month’s agenda

There was a brief discussion regarding the Shady Creek development preliminary plat that was shared by Morgan County planning. There are no problems seen regarding the sewer system.

**Item #14: Manager’s Report**

The Manager gave his monthly report. See attachments.

The Board Members then discussed the three candidates for the two open Board positions. They decided to approve Lannie Jolley and Mark Gray to serve on the Board starting in January. The Chair agreed to contact the candidates regarding the decision.

**Item #15: Motion to Adjourn: Motion to Adjourn**

Gary made motion to adjourn the meeting. Zane seconded. Motion approved 8:05PM.

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**MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT**  
*5455 West Old Highway Road, Mountain Green, Utah*  
**Manager’s Report for Wednesday, December 5, 2018**

**District Operations ~ November 2018**

- 1. November 1 to November 30, 2018 Bank Transfers
  - a. 11/05/2018 – Main Checking to PTIF 0248 : \$10,000
  - b. 11/28/2018 – 1<sup>st</sup> Bank 5271 to PTIF 4598-5271 Excess : \$5,271
- 2. Effluent continues to measure well within state requirements and removed over 95% of Biochemical Oxygen Demand (BOD) & 98% of Total Suspended Solids (TSS) in November. E-Coli bacteria registered as 67 organisms per 100 milliliters and our permit allows up to 126 organisms per 100 milliliters.

**District Statistics as of November 30, 2018**

**Comparison of the number of Impact Fees received to date**

<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
<b>34</b>	<b>39</b>	<b>53</b>	<b>55</b>

## ERU STATUS

<i>ERUs Billing</i>	ERUs Under Construction	ERUs Connected	ERUs Committed But Not Activated	WILL SERVES Committed
1,117	<b>44</b>	<b>+ 1,137</b>	<b>+ 297</b>	<b>= 1,478</b>

## TOTAL ERUs CONNECTED LAST SIX MONTHS RUNNING

	JUN 2018	JUL 2018	AUG 2018	SEP 2018	OCT 2018	NOV 2018
CONNECTED	<b>1,116</b>	<b>1,116</b>	<b>1,136</b>	<b>1,136</b>	<b>1,136</b>	<b>1,137</b>
% OF CAPACITY	62.0%	62.0%	63.1%	63.1%	63.1%	63.2%

*District requirements on Upgrade: Option Study @ 70% (1,260); Design @ 80% (1,440); Build @ 90% (1,620)*

## MGSID BANK STATEMENTS ENDING NOVEMBER 30, 2018

OPERATIONS				
1 <sup>ST</sup> BANK MAIN OPERATIONS CHECKING	PTIF 248 EXISTING RESIDENT'S PROPOSED NEW SEWER FACILITY	PTIF 4667 EMERGENCY FUNDS	PTIF 4668 REPLACEMENT (DEPREICIATION) FUNDS	<b>OPERATIONS ACCOUNT TOTALS</b>
\$44,632	\$630,080	\$158,099	\$835,537	<b>\$1,668,348</b>

EXPANSION / IMPACT FEES		
1 <sup>ST</sup> BANK \$3,456 EXPANSION ACCOUNT	PTIF 8621 3456 EXCESS EXPANSION	<b>EXPANSION ACCOUNT TOTALS</b>
\$2,642	\$1,103	<b>\$3,745</b>
1 <sup>ST</sup> BANK \$5,271 EXPANSION ACCOUNT	PTIF 4598 5271 EXCESS EXPANSION	
\$2,671	\$121,155	<b>\$123,826</b>

**TOTAL CASH IN ALL ACCOUNTS                      \$1,795,919**

**OPERATIONS INCOME & EXPENSE STATEMENT**

*YTD ~ January 1, 2018 through November 30, 2018*

		YTD ACTUAL	YTD BUDGET	ANNL BUDGET
<b>INCOME</b>	Monthly Service Fees	\$ 502,668	\$ 496,650	\$ 541,800
	Late Fees	\$ 990	\$ 550	\$ 600
	New Lateral Inspections	\$ 3,300	\$ 3,700	\$ 4,000
	Other Income	\$ 858	\$ 451	\$ 500
	Taxes Income	\$ 16,334	\$ 18,150	\$ 60,600
	Interest Income	\$ 31,982	\$ 13,800	\$ 15,000
	<b>TOTAL INCOME</b>	<b>\$ 556,132</b>	<b>\$ 533,301</b>	<b>\$ 622,500</b>
<b>EXPENSE</b>	Administration	\$ 153,228	\$ 163,510	\$ 195,000
	Operations	\$ 147,947	\$ 178,468	\$ 185,000
	Depreciation	\$ 181,500	\$ 181,500	\$ 198,000
<b>TOTAL EXPENSE</b>	<b>\$ 482,675</b>	<b>\$ 523,478</b>	<b>\$ 578,000</b>	
<b>NET INCOME</b>	<b>TOTAL NET INCOME</b>	<b>\$ 73,457</b>	<b>\$ 9,823</b>	<b>\$ 44,500</b>

<b>EXPANSION /IMPACT FEE</b>	Impact Fee / Expansion Income	\$ 139,286	\$ 119,196	\$ 130,035
	Expansion Account Interest	\$ 1,998	\$ 3	\$ 3
	Expansion Expenses	\$ 0	\$ 0	\$ 0
	Developer Reimbursement	\$ (41,472)	\$ (51,840)	\$ (103,680)
	<b>NET EXPANSION INCOME</b>	<b>\$ 99,812</b>	<b>\$ 67,359</b>	<b>\$ 26,358</b>

PROJECTIONS BASED ON UT Department of Environmental Quality Table 1 Phosphorus  
Mountain Green Permit UT 0024732

Date	Monthly Average Flow mgd	Maximum Monthly Flow mgd	Monthly Average Total Phosphorus as P mg/L	Monthly Load lbs/month	Twelve Month Loads lbs/yr	Total ERU's Connected	
7/31/2015	0.16	0.33	4.4	182		963	STATE BASELINE DATA
8/31/2015	0.13	0.21	4.2	141		967	
9/30/2015	0.14	0.34	5.1	179		972	
10/31/2015	0.13	0.16	5.3	178		978	
11/30/2015	0.17	0.22	4.7	200		981	
12/31/2015	0.18	0.29	5.4	251		985	
1/31/2016	0.20	0.25	5.1	264		993	
2/29/2016	0.27	0.46	4.4	287		995	
3/31/2016	0.30	0.38	3.7	287		998	
4/30/2016	0.37	0.55	3.7	343		1003	
5/31/2016	0.35	0.44	3.4	308		1007	
6/30/2016	0.25	0.31	3.9	244	2,863	1013	
7/31/2016	0.15	0.20	4.7	182	2,864	1028	
8/31/2016	0.14	0.16	5.3	192	2,914	1032	
9/30/2016	0.16	0.30	5.4	216	2,952	1032	
10/31/2016	0.16	0.26	5.9	244	3,018	1034	
11/30/2016	0.18	0.25	6.1	275	3,093	1037	
12/31/2016	0.26	0.50	6.4	430	3,271	1039	
1/31/2017	0.32	0.82	3.7	306	3,314	1045	
2/28/2017	0.58	1.02	3.6	488	3,514	1057	
3/31/2017	0.50	0.61	2.0	259	3,486	1057	
4/30/2017	0.45	0.61	2.5	281	3,425	1058	
5/31/2017	0.39	0.50	2.6	262	3,379	1067	
6/30/2017	0.34	0.45	4.2	357	3,492	1071	
7/31/2017	0.24	0.30	4.2	261	3,571	1072	
8/31/2017	0.18	0.21	4.2	195	3,574	1072	
9/30/2017	0.18	0.25	5.6	261	3,619	1073	
10/31/2017	0.18	0.22	6.6	307	3,682	1081	
11/30/2017	0.22	0.42	6.8	387	3,794	1081	
12/31/2017	0.22	0.27	5.7	324	3,688	1082	
1/31/2018	0.23	0.29	5.6	333	3,715	1085	
02/29/18	0.24	0.33	5.0	310	3,538	1090	
3/31/2018	0.27	0.46	5.2	363	3,642	1091	
4/30/2018	0.30	0.34	4.9	380	3,741	1095	
5/31/2018	0.31	0.36	4.4	353	3,831	1106	
6/30/2018	0.24	0.30	5.1	316	3,790	1108	
7/31/2018	0.17	0.36	5.3	233	3,763	1116	
8/31/2018	0.17	0.19	5.9	259	3,826	1126	
9/30/2018	0.16	0.19	7.1	294	3,859	1136	
10/31/2018	0.20	0.32	6.5	336	3,888	1142	
11/30/2018	0.21	0.29	6.6	358	3,860	1148	
12/31/2018	0.21	0.27	5.7	309	3,845	1154	
1/31/2019	0.26	0.55	5.6	376	3,889	1160	
02/29/19	0.24	0.61	5.2	323	3,901	1166	
3/31/2019	0.33	0.61	5.3	452	3,990	1172	
4/30/2019	0.35	0.61	5.2	471	4,081	1178	
5/31/2019	0.36	0.50	4.6	428	4,156	1184	
6/30/2019	0.29	0.45	5.2	390	4,230	1190	
7/31/2019	0.20	0.30	5.4	279	4,276	1196	
8/31/2019	0.18	0.21	5.9	275	4,291	1202	
9/30/2019	0.18	0.25	4.6	214	4,212	1208	
10/31/2019	0.18	0.22	5.6	261	4,136	1214	
11/30/2019	0.21	0.42	6.6	358	4,136	1220	
12/31/2019	0.24	0.27	6.8	422	4,249	1226	
1/31/2020	0.29	0.58	5.6	420	4,292	1232	
2/29/2020	0.37	0.61	5.2	497	4,467	1238	
3/31/2020	0.36	0.61	5.2	484	4,499	1244	
4/30/2020	0.38	0.61	4.9	481	4,509	1250	
5/31/2020	0.39	0.50	4.4	444	4,525	1256	
6/30/2020	0.32	0.45	5.1	422	4,557	1262	
7/31/2020	0.23	0.30	5.3	315	4,593	1268	
8/31/2020	0.21	0.21	5.9	320	4,639	1274	
9/30/2020	0.22	0.25	4.2	239	4,664	1280	
10/31/2020	0.21	0.25	5.6	304	4,707	1286	
11/30/2020	0.25	0.42	6.6	427	4,775	1292	
12/31/2020	0.27	0.32	6.8	475	4,826	1298	
FROM TABLE #1 DEG							PROJECTIONS
Ave Flow (mgd)	0.33	Average TP (mg/L)	5.6	Maximum Ann Load (lbs/yr)	3,571		
Max Flow (mgd)	1.02	Max TP (mg/L)	6.6	125% of Ann Load (lbs/yr)	4,464		