



# HEBER VALLEY SPECIAL SERVICE DISTRICT

1000 East Main Street  
PO Box 427  
Midway, UT 84049-0427

## BOARD MEETING

December 14, 2023

4:00 P.M.

Administration Building  
1000 E Main Midway, UT 84049

## AGENDA ITEMS

Those in attendance: Celeste Johnson, Clair Provost, Steve Farrell, Heidi Franco, Mike Johnston, Yvonne Barney, Brenda Christensen, Wes Johnson, Brad Rasmussen, David Nuttall,  
Online- Bryan Provost, Tina Rodriguez, Mala R, John R, Martha Wingate

**PUBLIC COMMENT:** *This is the public's opportunity to comment on items not on the agenda.*

**ENTITY UPDATES:** or **COMMITTEE**

### 1. Consent Agenda - Approve

- A. November 2, board meeting minutes
- B. October 2023, Profit & Loss
- C. October 2023, Reconciliation
- D. October 2023 PTIF Impact Fee Fund Statement
- E. October 2023 PTIF General Fund Statement
- F. November 2023, Profit & Loss
- G. November 2023, Reconciliation
- H. November 2023 PTIF Impact Fee Fund Statement
- I. November 2023 PTIF General Fund Statement
- J. Warrants- 24, 25, 26

The Chair suggested that the consent agenda items' approval be continued to the January meeting.

A motion was made by Steve Farrell to defer the approval of the consent agenda items to the January meeting. The motion was seconded by Heidi Franco and the chair asked for a vote.

Vote:

Celeste Johnson- Yes  
Clair Provost- Absent

Steve Farrell- Yes  
Heidi Franco- Yes  
Mike Johnston- Absent  
Yvonne Barney- Absent  
Brenda Christensen- Yes

Celeste Johnson stated that with the number of people presenting today they will be skipping around in the agenda to allow those presenting to leave after their presentation.

### 2. Odor Updates

- A. Heber City - Heidi Franco, Mayor, Heber City.
- B. Midway Sanitation District – Vice-Clair Provost, Midway Sanitation District.

### 3. ERG- Update on project and a proposal for the scope of work.

John and Mala attended the meeting and presented to the board an update on what they have been doing and their suggestions for Cell 1A. They said they would summarize the work, sampling, and installation of the system going out to cell 1. They completed the work and submitted the report in October and have prepared a contingency plan for odor reduction. They designed and installed the chemical dosing system for the odor reduction in Cell 1 and Cell 1A. They have determined what would be the correct dosage based on their findings. They plan to inject the chemicals near the aerobic zone, and they expect them to oxidize the sulfides.

Wes Johnson asked, if they injected today, how many days it takes to work.

Mala Stated that she will address this later in her presentation.

John showed where the system has been installed and the layout of the system. They will put 10 gallons a day out of calcium nitrate and hydrogen peroxide. They showed a video of the installation of the system and how it works and will be dispensed.

Wes Johnson stated that you can see it if you drive out there.

Celeste Johnson asked how effective this is if the odors occur before the injection process.

Mala stated that the end of April should give them enough time.

Wes Johnson asked how many days before an impact to the odor. How far before the odors begin do they need to turn on the pumps?

Mala stated that it is almost immediate. They would like to start 3 to 4 weeks before they anticipate the odors.

Wes Johnson asked what the cost of the totes was.

Mala stated that it is about \$1500 for the cost of a tote of hydrogen peroxide. They do not want to inject the other chemical until the temperature changes. They anticipate that the turnover will start in early June.

Celeste Johnson suggested that if they start in May, they should be ok.

Steve Farrell stated that the turnover typically starts the first of June.

Yvonne Barney stated that she remembers early May getting odors. She stated that she would prefer that they start earlier than that.

Mala said that if they anticipate odors in May, they should start in March.

Bryan Provost stated that when the shut down between crops then start it back up, they get odors when the weather is hotter.

Celeste Johnson stated that there have been no complaints of odors at the farm. The only complaints have been about the plant.

Yvonne Barney stated that out on Industrial Way they do get odors from the farm.

Bryan Provost stated that when the original farm was turned on it would have an odor for one to two days. They have floating aerators on cell 4 and 5 that have made a significant difference. In 2004 and 2005 the smell was bad, but it is now much better.

Steve Farrell asked if they have to shut them all down at once.

Bryan Provost said that when the original farm was turned on, it would smell like one to two days. He is thinking about putting this on the new 80-acre farm.

Celeste Johnson stated that the farm odor and the cell odor are two different things.

Mala stated that after this discussion she feels that they should start with the treatment the end of March. They will also watch the temperature to see. She stated that Cell 1A is important too. The aerators seem to be working properly but the pond will have a

high BOD and sulfide at the end of winter, and this could contribute to odor in the spring. Installing the chemical injection system is recommended. If they are willing to risk some odors in 2024, they can put this off until 2025.

Steve Farrell said he recommends that they do both at the same time.

Celeste Johnson asked about the cost to install the system in 1A.

David Nuttall stated that 1A has less concentration and build up.

Celeste Johnson asked how long it would take to install the system by April 1<sup>st</sup>.

John stated that the contractor could get it done within three weeks.

Wes Johnson stated that he feels that they should go forward now.

Celeste Johnson stated that the advisory board may have some ideas also. They could do the installation in February.

Chair Johnson asked for a straw poll to see how the board feels about when to do this.

Brenda Christensen- Now

Clair Provost- Now

Steve Farrell- Now

Heidi Franco- Now

Yvonne Barney- Now

Celeste Johnson directed Mala and John to install the system in 1A now.

John stated that they would need to come and meet with the district to look at the location to plan where to install the system for injection.

Heidi Franco asked if they need another contract.

John stated that they can add it when they get the work order.

Heidi Franco asked who owns the pump.

John stated that everything was purchased by HVSSD.

Mala stated that they will order more solution when one is empty. They should let the supplier know when they are ready. She stated that they have determined what would be the correct dosage based on their findings. They will inject the chemicals near the aerobic zone, and they expect this to oxidize the sulfides.

**Mike Johnston arrived at the meeting.**

John- 10 gallons per day. Calcium nitrate and hydrogen peroxide.  
They showed a video of the installation of the system and how it will work and be dispensed.

**Clair Provost arrived at the meeting**

**Yvonne Barney arrived at the meeting.**

#### 4. Closed session to discuss possible legal proceedings

A motion was made by Steve Farrell to move into closed session to discuss possible legal proceedings. The motion was seconded by Clair Provost and the chair asked for a vote:

Celeste Johnson- Yes

Clair Provost- Yes  
Steve Farrell- Yes  
Heidi Franco- Yes  
Mike Johnston- Yes  
Yvonne Barney- Yes  
Brenda Christensen- Yes

A motion was made by Heidi Franco to move out of closed session. The motion was seconded by Brenda Christensen and the chair asked for a vote:

Celeste Johnson- Yes  
Clair Provost- Yes  
Steve Farrell- Yes  
Heidi Franco- Yes  
Mike Johnston- Yes  
Yvonne Barney- Yes  
Brenda Christensen- Yes

#### 5. Citizen Panel – Updates

Celeste Johnson gave an update on the citizen panel. She said the first meeting will be held on January 9th and the agenda will be to discuss their objectives.

The members of this panel are:

Dave Parry  
Ann Zimmerman  
Ellen Collette  
Ben Severson  
Brian Atwood

#### 6. Spending Limit Policy- Address, set limit and approve

This will be addressed at the first meeting after the new manager has been hired.

##### 7. Manager Position- Review Applications and discuss timeline

- David Nuttall
- James Goodley
- Loren Willes
- Ryan Goodrich
- Stephen Miche
- Colby Willoughby

Celeste Johnson stated that the personnel committee will interview and then narrow it down and then set up a call back. The personnel committee is Brenda, Steve, Yvonne, and Janet.

Heidi Franco said she would also like to participate.

Celeste Johnson stated the Brenda is the chair of this committee. Janet will contact the applicants with the times for their interviews. The committee will narrow it down to two.

Steve Farrell said they will have the final two interviewed by the board. Steve suggested that they ask David Rowley, the personnel director for Wasatch County, to conduct the interviews.

Celeste Johnson stated that this is a great idea. Janet will contact David and set that up.

#### 7. 2024 Budget Approval and Open and Amend 2023 Budget

Celeste Jonson addressed the proposed 2024 budget. She stated that it has not changed dramatically from the draft that was formerly approved in October. There were a few changes and since there will be a new manager coming on board soon, they may want to make changes. Tina and Janet have committed to meet with Ben and the new manager quarterly to update and inform the board of any changes made. She reviewed the proposed income and expenditures with the board members and informed them of the totals. We do have a budget with a zero balance, and she recommended that they approve it.

Heidi Franco asked about the wages.

Celeste Johnson stated that they anticipated the plant manager wage increase and the increase to staff wages. There is nothing from the CIB loan in there because it has not been initiated yet.

Heidi Franco said that she would like to see an impact fee study.

Celeste Johnson stated that they have toured the other plants, and they need to address what they want to change and see if this warrants an impact fee study.

Heidi Franco said they will need to raise the rates again at some point.

**A motion was made by Steve Farrell to approve the proposed 2024 budget as presented. The motion was seconded by Heidi Franco and the chair asked for a vote:**

**Celeste Johnson- Yes  
Clair Provost- Yes  
Steve Farrell- Yes  
Heidi Franco- Yes  
Mike Johnston- Yes  
Yvonne Barney- Yes  
Brenda Christensen- Yes**

Celeste Johnson stated that they may come back with some changes and that Brad Probst stated that as of right now the 2023 budget does not need to be amended.

#### **8. Other**

**Bids For Shop Heater Replacement**

The board reviewed the bids for the replacement of the shop heater. They received three bids for this. The board directed the staff to go with the lowest of the three bids.

#### **9. Manager's Report**

Wes Johnson stated that there are some unusual items on the warrant list. He said he wants to plant to look the same way it operates. The building has been painted and the carpets have been cleaned. He said he asked Dave to clean the place up. They rented a dumpster and a skid steer. Ron Prue has also come in to do IT work. He expressed his thanks to the staff for their help during this transition.

Brad Rasmussen stated that they have done some tests in the fields. They should be doing at least annual testing and quarterly sampling.

Wes Johnson stated that they are testing 25 different chemicals, and we are not a certified lab. The cost will be about \$125,000 per year.

Brad Rasmussen stated that it lets us look at the groundwater and all the things that you are measuring. You will know what the water looks like as it gets to the farm and when it leaves the farm.

**Heidi Franco left the meeting**

Brad Rasmussen gave a presentation on ways to optimize the existing system. He stated that they could add aeration to increase the actual capacity and add solids handling to reduce loading on the lagoons. Right now, the solids go out to the lagoons, and they do a

good job of breaking them down and the digesters reduce it. They will still need to be cleaned out. We have the farm so that the nutrient rich product can be put out. Other plants must haul it off.

He stated that there are other alternatives. They could expand the biological capacity for the existing facility or try to find additional farmland. They could also expand the mechanical treatment plant and add new RIBs.

The lab was a part of the planned expansion but has now been taken out of the proposal. They could have additional office space. The lagoon aeration system could be updated, and they are trying to do this as economically as possible.

He presented a project summary and the description and cost for these projects.

Celeste Johnson asked about effluent water. It must go somewhere. We have maxed out what can go to the farm. If we expand the mechanical, where does the water go?

Brad Rasmussen stated that the RIBs have a smaller footprint, and they cannot buy enough farmland to do this.

Steve Farrell asked what it would take to treat the water to a higher level and have injection wells.

Brad Rasmussen said the state has looked at it, they need 2.5 nitrates to do this.

**Yvonne Barney and Mike Johnston left the meeting.**

Wes Johnson asked if there was any way to get RIBs at the farm.

Brad Rasmussen said that if the geography fits, he does not see why they could not do that.

New Farm Shop	\$699,000
Lab	\$620,000
Generator	\$160,000
Upgrade HVSSD Lift Station	\$638,025
Land Disposal	\$13,083,750
Winter Storage	\$3,080,000
Mechanical Plant Aeration Upgrade	\$12,470,000
Increased Capacity	\$30,750,775
New Mechanical Plant?RIBs	\$50,000,000
Total	\$80,750,775

Brad Rasmussen stated that costs have about doubled, so this will be more than originally anticipated.

Celeste Johnson asked about the process of getting funding from CIB.

Brad Rasmussen stated that they do not like to put money into escrow until they have everything from the district.

Clair Provost asked if they could reapproach them in February.

Steve Farrell stated that they can do this.

Brad Rasmussen stated that things have started to level off.

Celeste Johnson asked about the timeline and if they could ask for more money.

Steve Farrell stated that the CIB meets every month.

Brad Rasmussen stated that they are on schedule for the engineering right now. It would be good for the new manager to be on board for the selection of these things.

Steve Farrell stated that the new money would be at a higher interest rate. He thinks it is at 3% right now.

Clair Provost asked when they were going to clean the lagoons and where that money would be coming from.

Brad Rasmussen stated that the least expensive method plan is to get the mechanical plant up and running and they are a couple of years out for that. Early 2025 is when they plan this.

Wes Johnson stated 2027 when the new plant comes online and maybe taking up to 2030.

Brad Rasmussen said the aeration system he proposes goes in with the water in there. They sludge removal with the water in is a dredging project. He is proposing this as the least cost.

Steve Farrell stated that there is \$12 million earmarked with CIB for HVSSD. They need to decide if they are Heber, Midway, and Charleston, or the whole county. At some point we will hit our limit.

Celeste Johnson stated that they need to decide this before they move forward.

Brenda Christensen said they need to know what is coming.

Steev Farrell stated that the North Village goes to JSSD.

Brad Rasmussen suggested they look at the projections for the areas they currently serve.

Clair Provost asked if they need an impact study.

Brad Rasmussen stated that we have six years to use impact fees. When you close on the bond the rates will have to cover the debt service.

Steve Farrell suggested that they make the developers build the plant then turn it over to the district to run.

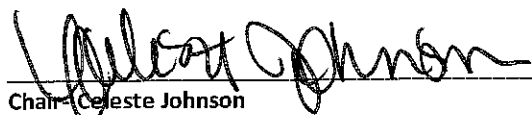
Brad Rasmussen stated that there is a criterion to meet. Statewide, other plants are in the four to five million range for new plants. They are also larger plants.

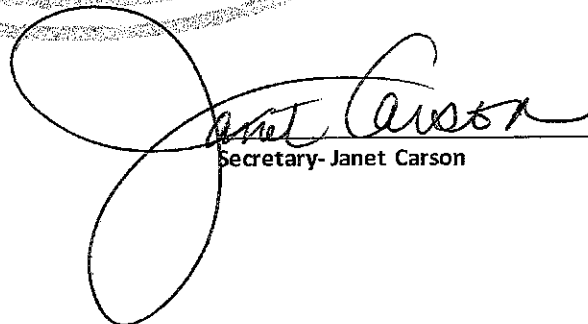
10. Adjourn

A motion was made by Clair Provost to adjourn the meeting. The motion was seconded by Steve Farrell and the chair asked for a vote.

Celeste Johnson- Yes  
Clair Provost- Yes  
Steve Farrell- Yes  
Yvonne Barney- Absent  
Heidi Franco- Absent  
Mike Johnston- Absent  
Brenda Christensen- Yes

APPROVED on 1-11-24

  
Chair- Celeste Johnson

  
Secretary- Janet Carson