



Midway Sanitation District

MIDWAY SANITATION DISTRICT REGULAR MEETING MINUTES

Monday, January 12, 2026, 3:00 p.m.
Midway Sanitation District Offices
75 North 100 West, Midway, Utah

Minutes of the Midway Sanitation District Board of Trustees Regular Meeting held Monday, January 12, 2026, at 3:00 p.m. Notice of the meeting and agenda was posted at the Midway Sanitation District Offices Building, Ridley's Express, 7-Eleven and the Midway City Post Office. 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

Roll Call:

Don Huggard, Chairman
Craig Simons, Mayor, Trustee
Nolan Robertson, Operator

Clair Provost, Vice-Chairman
Wes Johnson, District Engineer
Becky Wood, Manager

General Consent Calendar

- a. Agenda for the January 12, 2026, Regular Meeting
- b. Minutes of November 17, 2025 Regular Meeting
- c. Warrants
- d. Financials (Unaudited)

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

Motion: *Clair Provost made a motion to approve the agenda, minutes, warrants and financials. Don Huggard seconded the motion that carried with all members voting aye.*

Administer Oath of Office:

The board members welcomed the new Mayor, Craig Simons was administered the oath of office by Becky Wood.

2026 Organization of the Board:

Motion: Clair Provost made a motion for the board to organize with Don Huggard as Chairman, Clair Provost as Vice-Chairman and Mayor Craig Simons as Trustee, with Don Huggard as the appointed board member for the HVSSD board as a representative of MSD. Craig Simons seconded the motion that carried with all members voting aye.

Set 2026 Meeting Schedule:

Motion: Don Huggard made a motion to continue the Midway Sanitation District Board meeting on the second Monday of each month to be held at 3:00pm with the exception of the October meeting and to allow any further adjustments as needed. Clair Provost seconded the motion that carried with all members voting aye.

Accept the 2025 Impact Fee Report:

Motion: Don Huggard made a motion to accept and certify the 2025 Impact Fee Report and any Additional Capital Improvement Impact Fee Eligible Expenditures. Clair Provost seconded the motion that carried with all members voting aye.

Reconvene as District Audit Committee:

Motion: Don Huggard made a motion to Reconvene as District Audit Committee. Craig Simons seconded the motion that carried with all members voting aye.

2026 Organization of the District Audit Committee Board:

Motion: Don Huggard made a motion for the board to organize with Clair Provost as Chairman, Mayor Craig Simons as Vice-Chairman and Don Huggard as Trustee. Craig Simons seconded the motion that carried with all members voting aye.

Approve Fraud Risk Assessment Report for 2025: The board discussed the 2025 Fraud Risk Assessment, the points received adding up to a "Very Low" Risk Assessment and what could be done to score a better assessment.

Motion: Clair Provost made a motion to Approve and Certify the 2025 Annual Fraud Risk Assessment Report as presented. Craig Simons seconded the motion that carried with all members voting aye.

Reconvene as District Board Regular Meeting:

Motion: Don Huggard made a motion to Reconvene as Midway Sanitation District Board. Clair Provost seconded the motion that carried with all members voting aye.

Department Reports: Wes Johnson updated the board on the monthly flows and reviewed previous years and months noting higher flows. The board briefly discussed wastewater capacity and a calculation of ERU's. Nolan Robertson was introduced to the board as the new operator/technician for MSD. The board discussed Nolan becoming certified in wastewater, potential projects, grease trap depths and general district tasks. The board asked Becky Wood to order 2 new grease trap inspection tools and directed Nolan Robertson to check the depths of each grease trap.

Closed Executive Session to Discuss Pending or Reasonably Imminent Litigation, Purchase, Exchange or Lease of Property and/or the Character, Professional Competence or Physical or Mental Health of an Individual

Motion: Craig Simons made a motion to go into a closed Meeting. Don Huggard seconded the motion that carried with all members voting aye.

Motion: Clair Provost made a motion to go out of a closed Meeting. Craig Simons seconded the motion that carried with all members voting aye.

Adjourn:

Motion: Don Huggard made a motion to adjourn the meeting at 4:36p.m. Craig Simons seconded the motion that carried with all members voting aye.



Don Huggard, Chairman



Becky Wood, District Clerk