

LAKE POINT IMPROVEMENT DISTRICT

MAY 14, 2026 BOARD MEETING *Approved 6/11/2026*

Overview of Minutes:

ROLL CALL: BRADY MORRIS, BRENDAN THROPE, RYAN DEDELOW, KEITH FRYER, TERRE MARSHALL, EVAN HUFFAKER, KARL HUFFAKER, TODD MAY, JEFF CALDWELL, KOLBY LLOYD

The meeting began with a motion to begin the meeting @ 7:00 pm @ 8960 Clinton Landing Road, Lake Point UT followed by a roll call and public concerns, including a water main issue on 1200 East.

April 09, 2026 Meeting minutes approved.

The financial report detailed total expenses of \$30,339.79. Checks 4816 through 4828 were approved and seconded. The budget report showed income at 35% and the expense rate at 67%, with a net loss of \$105,820. The performance report highlighted weekly influent monitoring and upcoming total metals analysis.

The board discussed Jesse Johnson's new operator contract, his duties, and the need for a clear budgeting process. They also addressed the commercial billing process and the potential for streamlining it. The meeting discussed the assignment of duties, including engineering tasks and invoice submission by the 5th of the month. The agreement terms were clarified, emphasizing the contractor's responsibility for insurance and compliance. The need for updated contracts and signatures was highlighted. The discussion also covered the certification process for wastewater operators, with Jesse needing to retake a test. Evan will temporarily handle duties during Carl's vacation. The team agreed to improve the website and document management system, potentially using Google Drive. Blue Stakes roles and responsibilities were reviewed, with a need to update contact information and streamline response processes. The meeting discussed billing for non-emergency Blue Stakes calls and the responsibilities of different team members for various emergencies. The team explored using the utility contact lookup for project planning and the benefits of a GIS system for accurate utility location. They demonstrated the GIS system's capabilities, including marking and relocating manholes. The team also planned a video inspection of a sewer line to identify settlement issues. They discussed the logistics of raising a manhole in the road, including traffic control and the need for a concrete collar. The meeting discussed various maintenance and repair issues. The electrical work for the riser section was priced at \$1,315, with a new junction box to be installed. Pump station issues included relay problems, with pumps running for five hours daily based on oxygen levels. The Blue Moon Drive sewer repair is ongoing, affecting six houses. A backflow prevention device is needed at the regional pump station, estimated at \$1,500. The chlorine shed roof and garage door painting were also discussed, with a reasonable contractor identified. Weed removal along the road was proposed, with a public bid process to be followed.

Brendan Thorpe of Ward Engineering discussed the Design Study Report (DSR) for a wastewater project, focusing on growth projections and infrastructure needs. The county's 20-year growth rate is 2.9%, with a build-out threshold of 0.67 mgd. Current flow is 0.39 mgd, projected to rise to 0.67 mgd by 2046. The project requires 17 aerators, up from the current 6, to meet 200 mg/L BOD standards. The cost of adding 11 new units is estimated at \$500,000, with a contingency of 15%. The discussion also covered the impact of infiltration and inflow (I&I) rates, which have decreased from 15% in 2017 to 8% in 2025. The meeting discussed the allocation and expenditure of impact fees for various projects. The total impact budget is \$826,512, with \$1.6 million in total impact revenue. Key projects include a \$400,000 to \$520,000 aeration project, \$30,000 for flow monitors, and a \$371,000 sewer line bore. The regional pump station upgrade costs \$750,000. The team debated the need for sewer crossings and the impact fee compliance for these projects. They also discussed the next steps for the design study report and the sewer rate study, emphasizing the need for accurate asset valuation and future project planning.

The meeting focused on asset management and budgeting, with a discussion on total assets and maintenance costs. Speaker 5 mentioned a \$300,000 average annual maintenance budget. Speaker 7 proposed using GIS representatives to populate asset lists. Speaker 3 offered to share asset information from the last three years.

The group also addressed a lawsuit from Utah Defenders of Open Government LLC under the Utah Open and Public Meetings Act, citing multiple violations related to public notice and meeting agenda posting. The board discussed improving their public notice procedures and ensuring compliance with the act.

Action Items

- Review the draft budget once it is circulated and provide any comments or feedback to the operator before finalizing the budget.
- Review the proposed operator contract with Jesse Johnson and finalize the agreement, incorporating any board feedback on wording.
- Clarify and assign responsibility for preparing commercial meter readings for billing, deciding whether this will be handled by the operator, the treasurer, or another staff member.
- Clarify and confirm who is responsible for preparing the annual budget, ensuring that the operator's projections are properly incorporated into the board-approved budget.
- Confirm whether influent monitoring should be weekly or monthly, and update the monitoring schedule and reporting so that influent monitoring is performed on a monthly basis.
- Print and maintain a multi-year summary report of influent and effluent monitoring results for use as a permanent record.
- Collect and send the next total metals sample for the lagoon system in accordance with the permit schedule (next month).
- Amend the district budget for the current year and send a draft to the board for review, targeting completion around the middle of next week.
- Follow up with the pump vendor to obtain the outstanding invoice for the two pumps (approximately \$25,000) and ensure it is billed and paid.

- Revise the independent contractor agreement to reflect that LPID is engaging contractual services from an independent contractor (including updated wording, invoice timing, Jesse's certification requirement by July 1, and duties based on Keith's resume), send the updated draft to Keith for review, then circulate it to the board for comments and signatures.
- Contact your web developer to request a proposal for building a new district website that the district can own and manage directly.
- Talk with Scott at Broken Arrow about taking ownership of the district website from the current hosting arrangement.
- Include the current standard drawing with each application packet you send out so applicants have the latest version.
- Update the Blue Stakes contact roles so that administrative, alternate, billing, and engineering design contacts are assigned to the appropriate district staff instead of defaulting to Keith.
- Call the Blue Stakes program to check the district's position in the queue and get the district set up in the online system so Carl can respond to requests electronically.
- After returning from Tahoe, start showing Evan around the lagoon site and train him on daily duties such as taking meter readings, verifying equipment operation, and other tasks Keith has outlined.
- Submit a monthly invoice for services to the district at the end of each month, dropping it in the mailbox in front of the cemetery or at the district office.
- During the summer film, handle any emergency calls that come in, with Terry routing calls to you or to Evan as needed.
- Around June, contact the EPA to notify them that you are stepping out of the direct responsible charge operator role and that the district will need to appoint a replacement.
- Send a screenshot of the GIS field maps interface to the team so they can see how manhole locations and attributes are displayed.
- Coordinate with the camera truck vendor to have them inspect the sewer line at the Colette manhole (66) and capture video records of the line in both directions from the settlement area.
- Meet with the construction contractor at the Sunset and SR 36 intersection in the morning to brief them on the buried manhole location and ensure they follow the district's standard for raising the manhole to asphalt elevation with a concrete collar.
- Send the full set of standard drawings, construction details, and specifications (manual and details) to the field contact so they can reference the correct manhole-raising standard.
- Prepare and share links or references on utility contact lookup and related processes for the next meeting so the team can review them.
- Process payment to Levi for the time spent tracing the sewer laterals at Blue Moon Drive.
- Provide the Wells Cutting Edge contact information to the team so they can obtain pricing for the backflow prevention device.
- On the next site visit for the aerator expansion project, bring the structural and electrical consultants, identify the weed removal scope, and include a line item for weed removal in the bid.
- Call the city contact about the regional pump station (Nikki or Phoebe) and leave a message with your name and number so they can follow up.

- Contact Wells Cutting Edge to obtain pricing and arrange installation of a compliant backflow prevention device at the regional pump station.
- Use the tractor to cut the tall weeds around the regional pump station, driving at night with a helper and using a trailer to haul the cut weeds away.
- Purchase hydraulic oil for the tractor to support the regional pump station weed-cutting work.
- Send Meadow Electric's invoice for the lift station electrical work to the others and inform them that the work is approved and they should proceed.
- Coordinate with Ether Carl so that power to the lift station panel is safely shut off before Meadow Electric performs the electrical work.
- Review the pump station 4 aerator control panel (mini-cast lights and relay behavior) to determine why the auto mode is not switching pumps correctly.
- Follow up with Shannon about the aerator control issue, including the drawings and any findings, and arrange for him to come out and troubleshoot if needed.
- Visit Blue Moon Drive to trace and mark the affected sewer laterals using the tracer and document the locations for the contractor.
- Follow up with Justin at Silver Star Maintenance to get a bid for replacing the chlorine shed roof and siding, including any secondhand materials.
- Pursue having Justin at Silver Star Maintenance paint the regional pump station garage door with the long-life paint to prevent fading and rust.
- Power-wash the regional pump station garage door to remove graffiti before any painting work is done.
- At the end of the meeting, discuss the risk of a future mechanical plant and relate it to the number of aeration units and how impact fee funds should be spent.
- Engage the aerator manufacturer to run proprietary calculations for the proposed 7.5 horsepower units using updated design parameters, and refine the recommended number of aerators and related design recommendations based on those results.
- Revisit the theoretical locations for the proposed aerators in the formal design documents and verify that the layout and placement make sense for the project.
- Refine the aeration project design calculations (including unit count, 20-year design period, growth rate, and wastewater strength assumptions) with the engineer and coordinate with the state (Keith) to get the design study report to the state so the project can move forward.
- Complete the aeration project design study report per the draft, incorporating all design calculations and adjustments, and submit the finalized report to DEQ for review.
- Send the existing design study report to Zions Bank so she has the necessary background information to proceed with the sewer rate study.
- Provide Zions Bank with current ERU counts and projected ERU usage growth over the next 5–10 years to support her rate study.
- Compile and provide to Zions Bank a list of all sewer system assets (including lengths and sizes of lines and related assets) and their capital costs and years built, so she can build a depreciation schedule and repair/replacement plan.
- Compile and provide to Zions Bank a prioritized list of planned capital projects over the next 3 years (with rough costs) so she can ensure sewer rates cover these future capital needs.

- Request from the GIS/asset system the inventory of sewer lines (lengths and sizes) needed to support the sewer rate study and repair/replacement planning.
- Send the draft correspondence to Susie and copy the other attendees so they have a copy of the correspondence.
- Populate a list of the organization's assets using the GIS/app data once the asset information is received.
- Assemble all gathered asset and maintenance data into a consolidated list once others send their data.
- Review the lawsuit complaint to understand the specific claims and allegations.
- Provide the total asset information from the recent audit report to the person compiling the asset list.
- Scan the lawsuit documents and provide copies to the relevant attendees.

Adjournment @ 10:11 pm

Motion was made by Todd May to close the meeting and seconded by Brady. Motion to close the meeting approved by all.