

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT

5455 West Old Highway Road, Mountain Green, Utah

Agenda for Wednesday, October 7, 2015

Board of Trustees Meeting starting at 7:00 PM

Meeting to be held in Open Public and Closed Sessions

The Board may choose to go into a Closed Session at any time by making a public announcement and achieving a 2/3 vote approval plus vote recordation

I. Welcome, Introductions, Invocation

II. Public Comment Period

III. Business Items

1) Discussion: Cottonwoods Water Source Protection

- Mike Sorenson with Cottonwoods Water is here to discuss source protection for the wells in the Rose Hill Development.

2) Discussion: Durbano new main, manhole & lateral installation

- Between 9/10 and 9/22 Doug Durbano installed 140 feet of new 8" main, a manhole and a 1,000 feet of 6" lateral to connect his new home on lot 101 in order to connect to the sewer system.

3) Discussion/Decision: Issue on the Trunk Line Road completion.

- Zane and Robert met with Duane and Wayne Johnson on September 8 to discuss their concerns with the completion of the trunk line service road.
- The Johnsons signed off on four parts of the road on the west and north/south sections, but asked for the shouldering with top soil to be completed along the entire east/west section of the road from Cottonwood Creek to the east fence.
- The job will require approximately 350 to 450 tons of screened top soil.
 - ParsonStaker quoted screened topsoil at:
 - \$19.70 per ton delivered (Est: \$7,880 @ 400 tons)
 - \$16.90 per ton picked up from S. Ogden quarry (Est: \$6,760 @ 400 tons)
 - Gardner Development will sell the District local screened topsoil at:
 - \$12.00 per ton picked up from Cottonwood Cnyn (Est: \$4,800 @ 400 tons)
 - Four contractors were contacted and asked to bid on the job of moving, spreading and then compacting the top soil along the side of the road.
 - Two contractors responded with bids for the Board to review.
 - Does the Board want to approve this project and to which vendors at what estimated price?

4) Discussion/Decision: Annual Christmas Dinner

- The Holiday Season is approaching and dinner reservations should be made.
- When and where would the Board like to hold this year's Christmas dinner?

5) Discussion/Decision: Variable Frequency Drive on Blower #3

- Blower #3 has been slowing down, shutting down and restarting intermittently with increasing frequency. On September 12 at 3:30 AM it shut down the blower system completely and required a manual reset and reboot.
- On September 17 one of the engineers from SKM came out to troubleshoot the problems and determined that the VFD, Variable Frequency Drive, is misfiring and causing the problems. The existing brand/model VFD is obsolete and is no longer being manufactured or supported with parts.
- We solicited bids for replacing the VFD with a newer equivalent model (to be distributed at the October 7 meeting).
- Does the Board want to have the variable frequency drive for Blower #3 repaired/replaced and by which vendor?

6) Discussion/Decision: HR Services Salary Survey

- HR Services has provided two quotes for salary surveys. One quote is to calculate an estimate for the Manager’s salary, and the second quote is to calculate the estimate for the Manager’s salary, plus the pay rates for the Secretary’s and Operator’s positions (see attached contracts from HR Services).
- Does the Board want to award the contract to HR Services to do a salary survey for just the Manager’s position or does the Board want to award the contract to HR Services do a salary survey for all three positions?

7) Discussion/Decision: HR Services Employee Handbook and Policies

- Both quotes from HR Services included a \$600 charge for a designed employee handbook plus \$75 for client access to the NetTech survey system for one year (see attached contracts from HR Services).
- Does the Board want to award the contract to HR Services for the employee handbook at \$600 and access to the NetTech survey system @ \$75?

8) Discussion: District Statistics as of September 30, 2015

- Comparison of the number of Impact Fees received to date.
 - **2015 = 42** Impact Fees
 - **2014 = 39** Impact Fees
 - **2013 = 92** Impact Fees
 - **2012 = 51** Impact Fees

ERU STATUS

<i>ERUs Billing</i>	ERUs Under Construction	ERUs Connected	ERUs Committed But Not Activated	WILL SERVES Committed
956	64	+ 977.5	+ 374	= 1,415.5

TOTAL ERUs CONNECTED LAST SIX MONTHS RUNNING

	APR 2015	MAY 2015	JUN 2015	JUL 2015	AUG 2015	SEP 2015
CONNECTED	952	956	963	966	972	978
% OF CAPACITY	52.9%	53.1%	53.5%	53.7%	54.0%	54.3%

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

MGSID BANK STATEMENTS

STATEMENTS ENDING	MAIN OPERATIONS CHECKING	\$3,456 EXPANSION ACCOUNT	\$5,271 EXPANSION ACCOUNT	BANK TOTALS
September 30, 2015	\$138,635	\$68,030	\$47,427	\$254,092
PTIF 248 EXISTING RESIDENT'S FUNDS FOR PROPOSED NEW SEWER FACILITY	PTIF 4667 EMERGENCY FUNDS	PTIF 4668 REPLACEMENT (DEPREICIATION) FUNDS	PTIF 4598 EXCESS EXPANSION (IMPACT FEE) FUNDS	FUND TOTALS
\$249,668	\$150,892	\$269,108	\$123,820	\$793,488

TOTAL CASH \$1,047,580

OPERATIONS INCOME & EXPENSE STATEMENT

YTD ~ January 1, 2015 through September 30, 2015

INCOME

Monthly Service Fees	\$ 289,544
Late Fees	\$ 352
New Lateral Inspections	\$ 4,301
Other Income	\$ 1,931
Taxes Income	\$ 15,943
Interest Income	\$ 2,078
TOTAL INCOME	\$ 314,149

EXPENSE

Administration	\$ 106,755
Operations	\$ 33,983
Depreciation	\$ 118,042
TOTAL EXPENSE	\$ 258,780

NET INCOME \$ 55,369

IMPACT FEE/EXPANSION INCOME	\$ 87,048
EXPANSION ACCOUNT INTEREST	\$ 825
EXPANSION EXPENSES	\$ (19,969)
DEVELOPER REIMBURSE	\$ (65,664)
NET EXPANSION INCOME	\$ 2,240

- 9) Discussion/Decision: Review and approval of September 2, 2015 and September 16, 2015 Minutes.
- 10) Discussion: The next regularly scheduled Board Meeting will be on the first Wednesday, November 4, 2015 at 7:00 PM
- 11) Motion to Adjourn