

# **MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT**

*5455 West Old Highway Road, Mountain Green, Utah*

**Agenda for Wednesday, March 2, 2016**

**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 motion and Public announcement, and then achieving a 2/3 vote approval with recordation of votes*

I. Welcome, Introductions, Invocation

II. Public Comment Period

III. Business Items

## **1) Discussion/Decision: Open Board Position**

- Bill Aller has decided to resign his Board Position effective immediately. He truly appreciates the Board's decision to appoint him and regrets having to leave the post open, but personal considerations bear precedence.
- This leaves one Board position open.
- Gary Ross has confirmed that he is still interested in the position and has indicated that he will be present at this meeting.
- Does the Board want to appoint Gary Ross to the open Board position?

## **2) Discussion/Decision: Resolution 160302 for the approval of the Municipal Wastewater Planning Program Report of 2015.**

- The Utah Department of Environmental Quality/ Division of Water Quality requires the Mountain Green Sewer Improvement District to prepare and submit an annual report for the previous year's operations. This report, titled the 2015 Municipal Wastewater Planning Program Report, obliges the Board to approve a resolution stating that the MWPP has been reviewed by the Board and that the District has taken all appropriate actions necessary to maintain the effluent requirements in the UPDES Permit.
- Has the Board reviewed the 2015 MWPP Report and does the Board approve Resolution 160302?

## **3) Discussion/Decision: Replace the yellow work truck.**

- A work truck is essential for day-day operations of the District. Year round it is used to drive to lateral inspections, new development installations, customer calls, service and repair calls, blue stakes responses, annual manhole inspections, Morgan County Planning Meetings, required educational seminars, picking up supplies in Layton & Ogden, weed spraying, snow plowing, mapping, readings, bank deposits, etc., etc., etc.
- Regrettably, the transmission on the yellow work truck is ready to completely give out and could cost from \$2,000 to \$4,000 to repair. Both the Chair and the Vice-Chair have taken the time to come by the office and review the condition of the truck on a first hand basis so they can provide their own opinions on any options.
- The District has spent over \$4,300 in repair and maintenance bills from 2013 to 2015 to keep the truck operational and get it to pass the required annual safety

inspection. Spending additional significant amounts at this point does not make good financial sense.

- The Manager is recommending replacing the truck at this time with something new or newer that is clean, safe and reliable. The optimal truck would be a Ford F-250 4x4 that is set up to accept a snow plow attachment and towing. White in color so the MGSID logo could be put on the doors with an amber flashing safety light on the roof for visibility while working on public streets.
- Retail and street prices for a new Ford F-250 4x4 range from \$37k to \$45k.
- Used prices ranged from about \$27k to \$56k on <http://www.ksl.com/auto/> or <http://www.autotrader.com/> for a 2011 to 2016 Ford F-250 4x4 with up to 90,000 miles.
- The Utah State Surplus Property Program at <http://purchasing.utah.gov/general-services/surplus-program.html> has a few potential matches that are on average over ten years old with from 140,000 to 285,000 miles on them. Any money saved on the purchase would go towards repairs and maintenance.
- The Utah State Purchasing Department has contracts that leverage the state's massive buying power and the Ford contract provider quoted \$23,440 regular cab & \$25,550 extended cab for a brand new Ford F-250 Supercab 4x4 with snow plow prep, heavy duty alternator and tow package. This includes the full three to five year Warranty. Those prices are net, out the door, as there would be no sales tax or registration because the District is a Local Government. The transaction would be started with a Purchase Order, and we could pick the truck up from the dealer in up to ten weeks (2 ½ months), at which time we would write the check.
- The Utah State contract prices are \$12k to \$16k below street prices, so the District could take good care of the truck and sell it in five to ten years for not much below cost.
- While the yellow truck is still operational, there is the chance we could sell it for about \$2,000 with the snow plow in order to recoup some of the cost for the replacement vehicle. If we wait until the transmission goes, then the yellow truck might not be worth more than \$500 and we might have to pay to have it towed away.
- This purchase was not accounted for in the 2016 budget that was just approved as the Manager thought he could keep the yellow truck running for another year. However, he does believe that he can work this in with strict expense management without having to amend or increase the approved 2016 budget.
- What action would the Board like to take in regards to repairing or replacing the yellow truck?

#### **4) Discussion/Decision: Insurance Policies**

- The General Liability, Auto Liability and Property Damage insurance policy with the Utah Local Government's Trust will be renewing from March 28, 2016 to March 27, 2017.
  - General Liability and Auto Liability limits are set at \$2,000,000 per occurrence and annual aggregate (coverage includes Officer's and Director's coverage).
  - See attached for other coverage limits.
- The Statement of values for property coverage is attached.

- The Worker’s Compensation policy will be renewing soon.
  - No cap on death or injury to an employee.
  - \$100,000 per occurrence/\$500,000 annual aggregate/\$100,000 per employee on liability (employee suing the District for liability in injury or death).
- Does the Board approve the ULGT General Liability, Auto Liability and Property Damage insurance policy coverages for renewal as stated?

**5) Discussion: District Operations ~ February 2016**

- Lonnie Schull with the Utah DWQ came by on February 17 for an annual Reconnaissance Inspection. He found everything in order and issued the report February 23 stating that there were “no deficiencies and no response is required at this time.” The complete report is on file should anyone wish to review it.
- Effluent water continues to measure well within state requirements and removed over 86% of BOD and 91% of TSS in February. E-Coli bacteria registered at only one organism per 100 milliliters.

**6) Discussion: District Statistics as of February 29, 2016**

- Comparison of the number of Impact Fees received to date.
  - **2016 = 06** Impact Fees
  - **2015 = 06** Impact Fees
  - **2014 = 09** Impact Fees
  - **2013 = 14** Impact Fees

**ERU STATUS**

<i>ERUs Billing</i>	ERUs Under Construction	ERUs Connected	ERUs Committed But Not Activated	WILL SERVES Committed
982	<b>68</b>	<b>+ 997.5</b>	<b>+ 350</b>	<b>= 1,415.5</b>

**TOTAL ERUs CONNECTED LAST SIX MONTHS RUNNING**

	SEP 2015	OCT 2015	NOV 2015	DEC 2015	JAN 2016	FEB 2016
CONNECTED	<b>978</b>	<b>981</b>	<b>985</b>	<b>993</b>	<b>995</b>	<b>998</b>
% OF CAPACITY	54.3%	54.5%	54.7%	55.2%	55.3%	55.4%

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

**MGSID BANK STATEMENTS**

<b>STATEMENTS ENDING</b>	MAIN OPERATIONS CHECKING	\$3,456 EXPANSION ACCOUNT	\$5,271 EXPANSION ACCOUNT	<b>BANK TOTALS</b>
<b>February 29, 2016</b>	<b>\$141,844</b>	<b>\$31,999</b>	<b>\$71,169</b>	<b>\$245,012</b>
PTIF 248 EXISTING RESIDENT'S FUNDS FOR PROPOSED NEW SEWER FACILITY	PTIF 4667 EMERGENCY FUNDS	PTIF 4668 REPLACEMENT (DEPRECIATION) FUNDS	PTIF 4598 EXCESS EXPANSION (IMPACT FEE) FUNDS	<b>FUND TOTALS</b>
<b>\$300,294</b>	<b>\$151,249</b>	<b>\$319,780</b>	<b>\$124,114</b>	<b>\$895,437</b>

**TOTAL CASH \$1,140,449**

**OPERATIONS INCOME & EXPENSE STATEMENT**  
*YTD ~ January 1, 2016 through February 29, 2016*

**INCOME**

Monthly Service Fees	\$ 73,249
Late Fees	\$ 301
New Lateral Inspections	\$ 700
Other Income	\$ 44
Taxes Income	\$ 4,321
Interest Income	\$ 0
<b>TOTAL INCOME</b>	<b>\$ 78,615</b>

**EXPENSE**

Administration	\$ 25,087
Operations	\$ 7,303
Depreciation	\$ 27,000
<b>TOTAL EXPENSE</b>	<b>\$ 59,390</b>

**NET INCOME     \$ 19,225**

IMPACT FEE/EXPANSION INCOME	\$ 20,390
EXPANSION ACCOUNT INTEREST	\$ 7
EXPANSION EXPENSES	\$ 0
DEVELOPER REIMBURSE	\$ 0
<b>NET EXPANSION INCOME</b>	<b>\$ 20,397</b>

- 7) **Discussion/Decision: Review and approval of the February 3, 2016 Minutes.**
- 8) **Discussion: The next scheduled Board Meeting will be on Wednesday, April 6, 2016 at 7:00 PM**
- 9) **Motion to Adjourn**



Comprehensive General Liability Policy for Public Entities

Policy Number: **12560-GL2016**

Policy Holder: **Mountain Green Sewer Imp Dist**  
**5455 West Old Hwy Road**  
**Morgan, UT 84050**

Policy Period Effective: From **03/28/2016** *12:01 AM Mountain Standard Time and continuous until cancelled.*

Coverage

**Coverage Part I**

GL	<u>General Liability</u>	
	Aggregate Limit per Policy	\$ 2,000,000.00
	Deductible	\$ 0.00
	Combined Single Limit per Occurrence	\$ 2,000,000.00

**Coverage Part II**

AUBI	<u>Auto Bodily Injury</u>	
	Aggregate Limit per Limit	\$ 2,000,000.00
	Deductible	\$ 0.00
	Combined Single Limit	\$ 2,000,000.00
AUPD	<u>Auto Property Damage</u>	
	Aggregate Limit per Policy	\$ 2,000,000.00
	Deductible	\$ 0.00
	Combined Single Limit per Occurrence	\$ 2,000,000.00
PIP-110	<u>Personal Injury Protection</u>	
	Coverage Limits	Meets State Requirement
UIM-125	<u>Underinsured Motorist</u>	
	Aggregate Limit per Policy	\$ 80,000.00
	Single Limit per Accident	\$ 80,000.00
UM-135	<u>Uninsured Motorist</u>	
	Aggregate Limit per Policy	\$ 80,000.00
	Single Limit per Accident	\$ 80,000.00

**Attached Endorsements**

L-120	<u>Pollution Exclusion Endorsement</u>	
	Pollution Exclusions	See Schedule
S-150	<u>No Fault Sewer Cleanup</u>	
	Maximum Limit per Claim	\$5,000.00

Liability Claims Servicing Organization:

Annual Premium: \$1,935.00

Utah Local Governments Trust  
 55 South Highway 89  
 North Salt Lake City, UT 84054-0610  
 (801) 936-6400 (800) 748-4440

Dated: 2/24/2016

Countersigned By: *Shawn A. Hanson*  
 President / Executive Director

UTAH LOCAL GOVERNMENTS TRUST

55 South Highway 89, North Salt Lake, UT 84054

801.936.6400 | 800.748.4440 | 801.936.0300 www.utahtrust.gov



Insured #: 12560  
 Insured: Mountain Green Sewer Imp Dist  
 5455 West Old Hwy Road  
 Morgan, UT 84050  
 801-876-3416

STATEMENT OF VALUES

Policy #: ULGT-APDP-2010  
 Policy Effective Date: 03/28/2016

Date Printed: 2/24/2016

12560 Mountain Green Sewer Imp Dist

**Building**

	<u>Premium</u>	<u>Value</u>
Property: GENERATOR	\$165.99	\$132,900.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2008		
Construction Type: PES		
ISO Class: 3		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code:		
Square Footage: 0		
Stories: 1		
Year Built: 2008		
Eligibility Begin: 03/28/2012		
Section Total:	\$165.99	\$132,900.00
Property: GENERATOR BUILDING	\$7.12	\$5,700.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 1991		
Construction Type: PES		
ISO Class: 3		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: GSB1		
Square Footage: 140		
Stories: 1		
Year Built: 1991		
Eligibility Begin: 03/28/2012		
Section Total:	\$7.12	\$5,700.00
Property: OFFICES/SHOP	\$149.26	\$119,500.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2004		
Construction Type: WD		
ISO Class: 1		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5455 WEST OLD HIGHWAY ROAD		
Occupancy Code: GPWS		
Square Footage: 1802		
Stories: 1		
Year Built: 2004		
Eligibility Begin: 03/28/2012		
Section Total:	\$149.26	\$119,500.00

**Building**

	<u>Premium</u>	<u>Value</u>
Property: OLD ELECTRICAL CONTROL BUILDING	\$52.08	\$41,700.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 1989		
Construction Type: JM		
ISO Class: 2		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: WWST		
Square Footage: 340		
Stories: 1		
Year Built: 1989		
Eligibility Begin: 03/28/2012		
Section Total:	\$52.08	\$41,700.00
<b>Building Total:</b>	<b>\$374.45</b>	<b>\$299,800.00</b>

**Contents**

	<u>Premium</u>	<u>Value</u>
Property: GENERATOR BUILDING Contents	\$56.31	\$39,600.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5441 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$56.31	\$39,600.00
Property: OFFICES/SHOP Contents	\$32.14	\$22,600.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5455 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$32.14	\$22,600.00
Property: OLD ELECTRICAL CONTROL BUILDING Content	\$21.33	\$15,000.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5441 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$21.33	\$15,000.00
<b>Contents Total:</b>	<b>\$109.78</b>	<b>\$77,200.00</b>

**Contractors Equipment**

	<u>Premium</u>	<u>Value</u>
Property: John Deere 4105 Tractor/Loader	\$39.64	\$22,445.00
Type: Contractors Equipment - ULGT		
Deductible: \$ 1,000.00		
Location: 5600 W Old Hwy Rd		
Manufacturer: John Deere		
Serial Number: 1LV4105HJBH410972		
Year: 2012		
Eligibility Begin: 02/22/2012		
Section Total:	\$39.64	\$22,445.00
Property: Land Pride Blade, Model 35	\$1.15	\$650.00
Type: Contractors Equipment - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 07/12/1994		
Eligibility Begin: 07/12/1994		
Section Total:	\$1.15	\$650.00
Property: Land Pride Mower RCR	\$2.74	\$1,550.00
Type: Contractors Equipment - ULGT		
Deductible: \$ 1,000.00		
Location: 5600 W Old Highway Rd, Morgan UT.		
Manufacturer: Land Pride		
Serial Number: 1872		
Year: 2009		
Eligibility Begin: 03/07/2011		
Section Total:	\$2.74	\$1,550.00

**Contractors Equipment**

	<u>Premium</u>	<u>Value</u>
Property: Misc. tools & equipment	\$5.30	\$3,000.00
Type: Contractors Equipment - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 11/01/1991		
Eligibility Begin: 11/01/1991		
Section Total:	\$5.30	\$3,000.00
<b>Contractors Equipment Total:</b>	<b>\$48.83</b>	<b>\$27,645.00</b>

**Electronic Data Processing**

	<u>Premium</u>	<u>Value</u>
Property: Blower- Control Building EDP	\$12.65	\$15,000.00
Type: Electronic Data Processing - ULGT		
Deductible: \$ 1,000.00		
Location: 5455 West Old Highway Rd 84050		
Eligibility Begin: 07/01/2008		
Section Total:	\$12.65	\$15,000.00
Property: District Office EDP	\$4.22	\$5,000.00
Type: Electronic Data Processing - ULGT		
Deductible: \$ 1,000.00		
Eligibility Begin: 07/12/1994		
Section Total:	\$4.22	\$5,000.00
<b>Electronic Data Processing Total:</b>	<b>\$16.87</b>	<b>\$20,000.00</b>

**Equipment in the Open**

	<u>Premium</u>	<u>Value</u>
Property: Cummins 350 KW Gen DFEG3657055	\$80.88	\$68,600.00
Type: Equipment in the Open - ULGT		
Deductible: \$ 1,000.00		
Location: 5455 Old Highway Rd, Morgan UT. 84		
Serial Number: C100100505		
Eligibility Begin: 03/07/2011		
Section Total:	\$80.88	\$68,600.00
Property: Generac 36 KW Gen QT03624KNAX	\$14.56	\$12,346.00
Type: Equipment in the Open - ULGT		
Deductible: \$ 1,000.00		
Location: 5875 W Old Highway Rd, Morgan UT.		
Serial Number: 5947310		
Eligibility Begin: 03/07/2011		
Section Total:	\$14.56	\$12,346.00
<b>Equipment in the Open Total:</b>	<b>\$95.44</b>	<b>\$80,946.00</b>

**Mobile Equipment**

	<u>Premium</u>	<u>Value</u>
Property: GIS GEOXH HANDHELD	\$19.43	\$11,000.00
Type: Mobile Equipment - ULGT		
Deductible: \$ 1,000.00		
Location: 5455 W OLD HWY 84050		
Serial Number: GEOXH		
Eligibility Begin: 12/23/2014		
Section Total:	\$19.43	\$11,000.00
Property: TERRASYNC PROF SOFTWARE W/GPS	\$4.77	\$2,700.00
Type: Mobile Equipment - ULGT		
Deductible: \$ 1,000.00		
Location: 5455 W. Old Highway Road		
Eligibility Begin: 12/23/2014		
Section Total:	\$4.77	\$2,700.00
<b>Mobile Equipment Total:</b>	<b>\$24.20</b>	<b>\$13,700.00</b>

**Sewer/Water Building**

	<u>Premium</u>	<u>Value</u>
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**Sewer/Water Building**

	<u>Premium</u>	<u>Value</u>
Property: CHLORINE CONTACT CHAMBER	\$106.35	\$136,700.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2008		
Construction Type: RC		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: WWCC		
Square Footage: 520		
Year Built: 2008		
Eligibility Begin: 03/28/2012		
Section Total:	\$106.35	\$136,700.00
Property: FLOW METER VAULT	\$5.29	\$6,800.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2008		
Construction Type: RC		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: WWMV		
Square Footage: 49		
Year Built: 2008		
Eligibility Begin: 03/28/2012		
Section Total:	\$5.29	\$6,800.00
Property: HEADWORKS	\$70.33	\$90,400.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2008		
Construction Type: RC		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: WWHW		
Square Footage: 324		
Year Built: 2008		
Eligibility Begin: 03/28/2012		
Section Total:	\$70.33	\$90,400.00
Property: LIFT STATION	\$47.77	\$61,400.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2008		
Construction Type: RC		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: WWLS		
Square Footage: 281		
Year Built: 2008		
Eligibility Begin: 03/28/2012		
Section Total:	\$47.77	\$61,400.00
Property: NEW BLOWER BUILDING	\$113.82	\$146,300.00
Type: Building - ULGT		
Deductible: \$ 1,000.00		
Acquisition Date: 2006		
Construction Type: JM		
Last Appraisal Date: Sep 14 2011 12:00AM		
Location: 5441 WEST OLD HIGHWAY ROAD		
Occupancy Code: WWCB		
Square Footage: 1060		
Year Built: 2006		
Eligibility Begin: 03/28/2012		
Section Total:	\$113.82	\$146,300.00
<b>Sewer/Water Building Total:</b>	<b>\$343.56</b>	<b>\$441,600.00</b>

**Sewer/Water Contents**

	<u>Premium</u>	<u>Value</u>
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**Sewer/Water Contents**

	<u>Premium</u>	<u>Value</u>
Property: FLOW METER VAULT Contents	\$1.95	\$2,500.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5441 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$1.95	\$2,500.00
Property: HEADWORKS Contents	\$61.07	\$78,500.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5441 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$61.07	\$78,500.00
Property: LIFT STATION Contents	\$36.57	\$47,000.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5441 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$36.57	\$47,000.00
Property: NEW BLOWER BUILDING Contents	\$72.82	\$93,600.00
Type: Contents - ULGT		
Deductible: \$ 1,000.00		
Location: 5441 WEST OLD HIGHWAY ROAD		
Eligibility Begin: 03/28/2012		
Section Total:	\$72.82	\$93,600.00
<b>Sewer/Water Contents Total:</b>	<b>\$172.41</b>	<b>\$221,600.00</b>
<b>Grand Total:</b>	<b>\$1,185.54</b>	<b>\$1,182,491.00</b>