

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT

5455 West Old Highway Road, Mountain Green, Utah

Agenda for Wednesday, July 6, 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: Board Members contact information on Utah Public Notice

- S.B. 99 did pass during the last legislative session and ***“requires a local district or a special service district to post on the Utah Public Notice Website the contact information of each member of the district’s governing body.”***
- The Utah Public Notice Website was updated on June 29, 2016 to accommodate this requirement and the Manager can now post the required information.
- Board Members should immediately provide the Manager with the public contact phone number and email address that they want published.

2) Discussion: Monte Verde lift station backup generator

- The backup generator at the Monte Verde lift station has been giving us problems, again, by only starting intermittently during tests and then failing to start during the power outage on Tuesday, June 28, 2016.
- Energy Management Corp., our Generac service provider, came out and re-configured the gas feed piping to remove some flow restrictions and increase line volume. They also replaced a solenoid valve. Hopefully, this will solve what has been an ongoing and potentially serious problem at the lift station.

3) Discussion: Part Time Summer Help

- We are advertising and looking for a part time summer positions to assist in the office and to help with landscape management and manhole inspections. If you know of anyone that might be interested, please have them contact our office.
- Historical pay range is \$12 to \$14 per hour, DOE.

4) Discussion: New truck

- The new truck was delivered on June 17, 2016 and everything was in order so the check for \$27,627.75 was paid per the purchase order, which was \$2,372 under the Board approved budget of \$30,000. The Manufacturers Suggested Retail Price on the dealer’s vehicle application was \$42,590, which is about \$15,000 over what the Utah State Purchasing contract price that was paid.
- The truck has now been properly registered as a government exempt vehicle through the DMV in Salt Lake City, the approved door signage was created and installed, and the vehicle added to the District’s insurance policy with the listed drivers of Robert, Janet, Jim & Dennis.

5) Discussion: Old yellow truck donated

- The old yellow Dodge truck with the snowplow was donated to Kars for Kidneys and picked up on June 24, 2016. They hauled it away on a flatbed tow truck and it was removed from the District insurance policy.
- Robert tried to transfer the old snow plow to the new truck, but the plow had been custom fitted and welded to the frame of the old Dodge and would have required the same for the new Ford. The expense to move the old snowplow over to the new vehicle was not justifiable, so it was left on the Dodge.

6) Discussion: Board Member required training

- The Board Chairman has requested that all Board Members try and complete the required annual training and submit their certificate of completion to the District office by July 31 of this year.
- You may view the training at: <http://auditor.utah.gov/training/local-district/>
- If you have questions, please contact the Local Government Team at: <http://auditor.utah.gov/local-government-team/>
- Training complete: Zane Gray, Lannie Jolley & Gary Ross
- Training incomplete: Wendy Eliason, Shane Rice, Lynn Peterson, Blair Larson

7) Discussion: Request for 2016 cleaning and video bids

- Notices have been sent out to three vendors and we are running an advertisement in the Morgan County News soliciting bids for our 2016 cleaning and video services, with sealed bids due by Friday, July 29, 2016. Confirmation of insurance and equipment requirements will be completed the first week of August with the bid award and tabulation going out by August 12, 2016.
- We clean a third of the system annually during the months of September and October, before the snow season starts, with a budget of \$42,000 for 2016.

8) Discussion: District Operations ~ June 2016

- The two 2015 annual transparency reports have been uploaded to the state auditor before June 30 (*required to be submitted after the audit has been completed and before 180 days from the financial year end being reported*).
- The 2015 Impact Fee Report has been submitted to the state auditor.
- The 2nd quarter developer reimbursement checks have been sent out.
- Effluent water continues to measure well within state requirements and removed over 93% of BOD and 77% of TSS in June (*Our permit requires us to remove at least 65% of BOD and TSS between the influent and effluent points so although the 77% TSS removal is lower than usual, it is still well above our permitted levels*). E-Coli bacteria registered as non-detectable.

9) Discussion: District Statistics as of June 30, 2016

- Comparison of the number of Impact Fees received to date.
 - **2016 = 34** Impact Fees
 - **2015 = 22** Impact Fees
 - **2014 = 28** Impact Fees
 - **2013 = 58** Impact Fees

ERU STATUS

<i>ERUs Billing</i>	ERUs Under Construction	ERUs Connected	ERUs Committed But Not Activated	WILL SERVES Committed
991	63	+ 1,028.5	+ 324	= 1,415.5

TOTAL ERUs CONNECTED LAST SIX MONTHS RUNNING

	<i>JAN 2016</i>	<i>FEB 2016</i>	<i>MAR 2016</i>	<i>APR 2016</i>	<i>MAY 2016</i>	<i>JUN 2016</i>
CONNECTED	995	998	1,003	1,007	1,013	1,029
% OF CAPACITY	55.3%	55.4%	55.7%	55.9%	56.3%	57.2%

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
June 30, 2016	\$141,536	\$66,870	\$81,738	\$290,144
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	FUND TOTALS
\$331,161	\$151,671	\$350,701	\$124,459	\$957,992

TOTAL CASH \$1,248,136

OPERATIONS INCOME & EXPENSE STATEMENT

YTD ~ January 1, 2016 through June 30, 2016

INCOME

Monthly Service Fees	\$ 216,974
Late Fees	\$ 221
New Lateral Inspections	\$ 3,400
Other Income	\$ 370
Taxes Income	\$ 10,144
Interest Income	\$ 2,698
TOTAL INCOME	\$ 233,807

EXPENSE

Administration	\$ 77,411
Operations	\$ 50,495
Depreciation	\$ 81,000
TOTAL EXPENSE	\$ 208,906

NET INCOME \$ 24,901

IMPACT FEE/EXPANSION INCOME	\$ 89,983
EXPANSION ACCOUNT INTEREST	\$ 463
EXPANSION EXPENSES	(\$ 0)
DEVELOPER REIMBURSE	(\$ 65,664)
NET EXPANSION INCOME	\$ 24,782

- 10) Discussion/Decision: Review and approval of the June 1, 2016 Minutes.**
- 11) Discussion: The next scheduled Board Meeting will be on Wednesday, August 3, 2016 at 7:00 PM.**
- 12) Motion to Adjourn**