

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
Tuesday, July 26, 2016 6:00 A.M.

Present: Utility Board

Board Members:	Present	Absent	Excused
Jacob Jessop	X		
Brian Jessop	Telephonic		
Craig Roundy			X
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Berklee Holm, Sr.	X		
Patrick Johnson	X		
Moroni Johnson	X		
Jozette Barlow	X		

Staff Present: Michelle L. Chatwin, LaVern Fischer, Weston Barlow, Raymond C. Barlow, Brigham Johnson, Joseph Jessop, and Richard J. Barlow

Public Present: None

#1 Call to Order

Jacob Jessop called the meeting to order at 6:02 A.M.

#2 Minutes of Previous Meeting

A few corrections were noted.

Moroni Johnson moved to approve minutes of June 28, 2016.

Ralph Johnson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Brian Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Jozette Barlow	X		

Motion carried.

#3 Public Comment

None.

#4 Waiver Requests

None.

#5 Reports

Business Manager's Report: Justin had been excused. A written report was included in the packet. Jacob Jessop said that would be sufficient. The written report gave information on Justin Barlow's time off, purchase of water rights, and the wastewater master plan.

Water Department Superintendent's Report: Brigham Johnson gave the report. Water restrictions have been in place since the first of June. The rain caused a need to turn off three wells; one had to be turned back on. The water restriction stage was reduced to two. Well #17 was sucking air. After replacing some parts, the well was set down 40 feet. One of the wells has a wire melting issue. The wells have been pumping so hard, three have had to be replaced. It is predicted that it will rain this weekend. Some parts were ordered for the power plant wells.

Wastewater Department Superintendent's Report: Brigham Johnson gave the report. Some parts have been received and installed on the sprinkler system. The lift station has a few issues. It is supposed to cycle automatically, but it is having problems so it has to be reset manually. Brigham Johnson expressed appreciation for Weston, Nap, and all the crew. The board asked a few question regarding the pumps, grinders, and etc. which Weston Barlow answered. One part has been replaced, but has been having persistent problems. The board suggested having the manufacturer's representative come out to observe the issue.

Gas Department Superintendent's Report: Joseph Jessop gave the report. The gas yard move is coming along and is nearing completion. The propane truck recalibration has not been done yet. Some internal valves are past due for being replaced. The new parts have been ordered and need to be installed before winter sets in.

Office Manager Financial Report: Richard J. Barlow gave the report. The preliminary audit visit took place. A place of improvement would be the grants and loans reconciliation. The auditors were pleased with the other items. So far, everything is going well. The first week of November is when their field audit will be scheduled. The audit should go smoother this year and be done up by December. He went over the financial statements. A few questions were raised concerning the Utah State Public Auction items that were purchased. Brigham Johnson clarified that they had picked up a loader and a forklift.

#6 Pay Bills

**Berklee Holm moved to pay claims as they become due and funds become available.
Jozette Barlow seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Brian Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Jozette Barlow	X		

Motion carried.

Large Purchases

Two large purchases were presented by the gas department for parts for the propane storage tanks.

Patrick Johnson moved to approve the purchase of parts for the propane storage tanks from R&R funds.

Sterling Jessop seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Brian Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Jozette Barlow	X		

Motion carried.

#8 Closed Executive Session

Not needed.

#9 Discussion of Pending or Contemplated Litigation, Claims, and Demands

A customer came in and pointed out that he has been being billed for a two inch meter. They only have a 1 ½ inch meter. The customer has not yet put in a formal request for an adjustment. The billing has been corrected for future billings.

#10 Other Business

Richard J. Barlow noted that a lot of gas customers are cancelling services due to a Garkane advertisement. There was some discussion regarding whether we want to be competitive or not. The board suggested looking into what we would need to do to be competitive and provide a suggestion to the board. Jacob Jessop recommended having Justin Barlow do the research.

Summary of Board Actions:

Approve Minutes of June 28, 2016

Pay Claims as They Become Due and Funds Become Available

Approve the Purchase of Parts for the Propane Storage Tanks from R&R funds