



HEBER VALLEY SPECIAL SERVICE DISTRICT

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BOARD MEETING

May 28, 2020

6:00 P.M.

Administration Building
1000 E Main Midway, UT 84049

MINUTES

CONDUCTING: Celeste Johnson

PRESENT: Dennis Gunn, Wes Johnson, Brenda Kozlowski, Kelleen Potter, Mike Johnston, Bryan Provost, Dave Nuttall, Jon Haderlie, Steve Farrell

1. **Welcome** - Celeste Johnson called the meeting into session on May 28, 2020 at 6:00 p.m. This meeting was conducted via Zoom. (virtual meeting)
2. **Consent Agenda Approval**
 - A. Minutes of April 23, 2020 Board Meeting.
 - B. April 2020 Balance Sheet & Income Statement
 - C. April 2020 Journal Entries
 - D. Approve Warrant/Check Register

MOTION: Steve Farrell moves to approve the Consent Agenda. Mike Johnston seconded. Motion carried by unanimous vote.

3. **2019 Audit Report** – Jon Haderlie, Larson Company - Jon Haderlie reported that net assets are very close to what they were last year. Impact fees collected are lower in 2019 than they were in 2018. Internal findings indicated that unrecorded liabilities should be reviewed at year end for transaction date instead of invoicing date. Also, one check was unable to be located via a physical file but was able to be produced through electronic means.
4. **Discussion and possible approval** - Aqua Engineering Invoicing. The Capital Facilities committee met with Brad who is the owner of Aqua Engineering. It was discussed that moving forward invoicing will be submitted within 90 days in order to be paid. \$36676.00 is owed on the initial contract and everything beyond that amount will be discounted by 20%.

MOTION: Steve Farrell moves to pay the negotiated invoice and to require a Motion on future change orders so that it is documented in the Minutes. Brenda Kozlowski seconded. Motion carried by unanimous vote.

5. **Discussion and possible approval** - Horrocks Engineering for new farm piping and improvements.

MOTION: Brenda Kozlowski moves to move forward with the numbers not to exceed \$75,000.00 Kelleen Potter seconded. Motion carried by unanimous vote.

6. **Discussion and possible approval** - Cost share of new fence with Brad Pelo. Developer has asked the board to pay half of the fence that is being installed.

MOTION: Steve Farrell moves to deny paying for half of the fence cost and asks that the developer reinstall original 70 feet of fence that he took down. Mike Johnston seconded. Motion carried by unanimous vote.

7. **Secretary Report** – Tina Rodriguez

- A. Progress on transition to Quickbooks. - Tina Rodriguez reported that now that the audit is complete she will schedule a time for the transition from Sage to Quickbooks.

8. **Engineering Report**—Wes Johnson reports that he is anticipating that the electrical will be completed in the pump house soon.

9. **Manager’s Report**—Dennis Gunn reports that cells are back to aerobic and that the odor is no longer present. A chemical was applied to mitigate the odor and it seems to be working. There are two air lines that are out of service and are leaking. Possible options were discussed.

10. **Potential properties to purchase** – Brandon Baker, owner of parcel #3 was present and addressed the Board. Mr. Baker indicated he had turned in his appraisal and would like a response with regards to possible purchase. Mayor Johnson will reach out to Jeff Rasmussen, our property attorney, and Mr. Baker should expect to hear from him within the week.

11. **Consideration of closed session pursuant to Utah Code section 52-4-205**

- A. ii. (c) Strategy session to discuss the purchase of real property/possible sale of surplus assets.
 - i. Update property purchases.
 - ii. Other issues if needed.

12. **Adjourn**

MOTION: Brenda Kozlowski moves to adjourn. Kelleen Potter seconded. Motion carried by unanimous vote.

COVID-19 NOTICE: Due to Governor Herbert’s request and Wasatch County Health Department’s “Stay Home” order, meeting attendance will be limited to 10 individuals. If you are interested in participating, please contact Dennis Gunn at 435-901-2257 to be included in teleconference. Also, various board members may be participating via teleconference.

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