**HEBER VALLEY SPECIAL SERVICE DISTRICT**

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**BOARD** **MEETING**

#  AGENDA

**June 25, 2020**

**6:00 P.M.**

Administration Building

1000 E Main Midway, UT 84049

# MINUTES

**CONDUCTING**: Celeste Johnson

**PRESENT:** Dennis Gunn, Wes Johnson, Mike Johnston, Paul Krauth, John Mabey, Steve Farrell, Bryan Provost, Brenda Kozlowski, Dave Nuttall

1. **Welcome -** Celeste Johnson called the meeting into session on June 25, 2020 at 6:00 p.m. This meeting was conducted via Zoom. (virtual meeting)
2. **Consent Agenda Approval** –
	1. Minutes of May 28, 2020 Board Meeting.
	2. May 2020 Balance Sheet & Income Statement
	3. May 2020 Journal Entries
	4. Approve Warrant/Check Register

**MOTION**: Steve Farrell moves to approve the Consent Agenda including slurry seal. Brenda Kozlowski seconded. Motion carried by unanimous vote.

1. **Staff Report** –
	1. Tina Rodriguez reported that the transition to Quick books was tentatively scheduled for next week.
	2. Farm Update –Bryan Provost reported that the first crop will be done by Saturday and the rest of the hay will be cut next week.

1. **Update on Lagoon Findings** – Paul Krauth said the chemical analysis on the samples taken from pond 1A looks good for unlimited disposal. He recommended cleaning the pond as soon as financially possible. Paul and Dennis will come next month with options in moving forward and costs to do so. Dennis Gunn said that he was not aware of any plan currently in place for sludge management, however, he will include options in the Management Plan.
2. **Discussion and possible approval of Statepoint Report** on lagoons odor and maintenance. See number 4 above.
3. **Discussion and possible directing of staff on Hay Auction procedures during COVID19**. – Options were suggested for places to hold the hay auction. The town hall was offered as a place where social distancing could be accomplished due to the amount of people that would be attending as well as having high risk individuals in attendance.
4. **Discussion and possible approval of Trees RFP.** – Put this item into the Management Plan. The cost is approximately $200.00 per tree.
5. **Update on Community Open House Regarding Odors. -**Celeste Johnson said that because of the shortage of items to give at an open house and because of restrictions due to Covid, that for now, let the idea of the open house addressing the odors go and position ourselves in a better position for the Spring.

**MOTION**: Celeste Johnson moves to forgo having an open house but to better position ourselves in Spring should the need arise. Steve Farrell seconded. Motion carried by unanimous vote.

1. **Engineering Report**—Wes Johnson addresses the estimate for irrigating the new farm land with effluent. The estimate is $893,000. The board asked if any part could be performed by current staff. Wes said that it would almost be impossible and needs at least a 5 man crew and is not cost effective to be done in house. In response to an inquiry by the board, Wes mentioned that an Impact Fee analysis was conducted prior to purchasing the property. Wes indicated that this property’s primary purpose was to get rid of effluent. Next steps will be put into the Management Plan.

Update on New Pump House – Electrical is almost completed. Heidi Franco suggests a tour of the new improvements and asks for a schedule within the next six weeks.

1. **Manager’s Report**—Dennis Gunn reviewed the financial projections for dredging of the cells, purchasing equipment, etc. Options to cover the cost for dredging were given such as possibly using water shares and rate increases.
2. **Rate Discussion - see #10 above.**

**MOTION:** Heidi Franco moves to go to closed session. Steve Farrell seconds. Motion carried by unanimous vote.

**MOTION:** Brenda Kozlowski moves to go out of closed session. Heidi seconds. 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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