 **HEBER VALLEY SPECIAL SERVICE DISTRICT**

1000 East Main Street

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**BOARD** **MEETING**

**September 24, 2020**

**6:00 P.M.**

Administration Building

1000 E Main Midway, UT 84049

# MINUTES

**CONDUCTING**: Celeste Johnson

**PRESENT:** Dennis Gunn, Celeste Johnson, Steve Farrell, Heidi Franco, Kelleen Potter, Mike Johnston, Wes Johnson, Dave Nuttall, Brad Rasmussen

1. **Welcome – Celeste Johnson** called the meeting into session on September 24, 2020 at 6:00 p.m. This meeting was conducted via Zoom and in person.
2. **Open House** – Celeste welcomes the public to the Open House. Wes Johnson gives an introduction and explanation of the process of disposing of sewage. Dennis discussed the purchase of property to dispose of effluent. Brad Rasmussen from Aqua Engineering addresses the public. Questions from the public (unidentified) regarding weed growth, control and prevention. Tracy Richardson from Wasatch County Health Department, Randall Probst, Director from the Wasatch County Health Department, Kendall Crittenden from the Wasatch County Council and Mr. Johnson from the Division of Water Quality were present and addressed issues of airborne sanitation.
3. **Consent Agenda Approval** –
	1. Minutes of August 27, 2020 Board Meeting.
	2. July 2020 Balance Sheet & Income Statement
	3. August 2020 Balance Sheet & Income Statement
	4. August 2020 Journal Entries
	5. Approve Warrant / Check Register

**MOTION**: Steve Farrell moves to approve the Consent Agenda. Kelleen Potter seconded. Motion carried by unanimous vote.

1. **Closed Session pursuant to Utah Code Section 52-4-205**

**MOTION**: Steve Farrell moves to go into closed Session. Heidi Franco seconded. Motion carried by unanimous vote.

**MOTION**: Mike Johnston moves to allow HVSSD’s realtor to make an offer on approximately 200 acres and 168 shares of water. Steve Farrell seconded. Motion carried by unanimous vote. (Roll call)

**MOTION**: Heidi Franco moves to allow staff to negotiate on behalf of HVSSD on the payment of an outstanding balance for Hay from Bill Crittenden. Steve Farrell seconds. Motion carried by unanimous vote. (Roll call)

1. **Staff Report** –
	1. Memo from Tina Rodriguez regarding the transition to Quickbooks. Tina indicates that she is approximately 90% complete on the transition and has been coordinating with Ben Probst and Jon Haderlie on transaction related issues and audit compliance.
	2. Farm Update – Bryan Provost.

1. **Discussion and possible approval** of engagement letter from Durham, Jones & Pinegar for review and representation regarding Heber Light & Power and Rocky Mountain Power Easement. (Not Recorded)
2. **Discussion and possible approval** of Request for Heber Light & Power and Rocky Mountain Power Easement for proposed power line. This easement has been reviewed by legal council and is ready for Board review and possible approval. Also, to authorize District Manager, Dennis Gunn to sign on behalf of HVSSD. (Approved but not recorded)
3. **Discussion and approval of Public Entity Resolution.** To update PTIF account user’s, Dennis M. Gunn District Manager and Tina Rodriguez District Secretary and allow said individuals to make necessary transactions on behalf of HVSSD. (Approved but not recorded)
4. **Authorization by Board to pay perpetual monthly bills prior to Board Meeting –**  Electricity (Heber Light & Power), Gas Bill (Dominion Energy), etc. (Approved but not recorded)
5. **Discussion and possible approval;** Statepoint Engineering estimate to evaluate existing facilities, condition, useful life and help plan replacement strategy. P. Krauth, D. Gunn as part of the management plan and due to the complexity of evaluating equipment and quantifying life expectancy and replacement costs to assist in accurately and effectively preparing a rate study. Mr. Krauth has agreed to assist with this at his reduced rate. (Approved but not recorded)
6. **Manager’s Report – Dennis Gunn. (Not recorded but provided in the packet)**
7. **Adjourn**