**HEBER VALLEY SPECIAL SERVICE DISTRICT**

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**BOARD** **MEETING**

**November 19, 2020**

**6:00 P.M.**

Administration Building

1000 E Main Midway, UT 84049

# MINUTES

**CONDUCTING**: Celeste Johnson

**PRESENT:** Celeste Johnson, Dennis Gunn, Steve Farrell, Heidi Franco, Kelleen Potter, Don Huggard, Bryan Provost, Brenda Kozlowski, Mike Peterson, Paul Krauth, Ben Probst, Brad Rasmussen

1. **Welcome – Celeste Johnson** called the meeting into session on November 19, 2020 at 6:00 p.m. This meeting was conducted via Zoom and in person.
2. **Consent Agenda Approval** –
	1. September 24, 2020 Board Meeting Minutes
	2. October 22, 2020 Board Meeting Minutes
	3. October 2020 Balance Sheet & Income Statement
	4. October 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. It is determined that the October Minutes were unable to be presented at this time because of audio/recording issues. The issue will try to be resolved for the next meeting in December.

1. **Secretary Update – Tina Rodriguez** turned the time over to Ben Probst to explain to the Board the Retained Earnings(2) line item.
2. **Mike Peterson** – discussion of possible easement across East side of Farm along Highway 189 for Sewer Force Main. Mike Peterson asked that the Board consider an easement on the East side of The Farm. The dimension of the easement could be anywhere from 10 to 20 feet with a permanent 10 foot easement being the minimum. Bryan Provost said that the ditch has been abandoned for several years and he feels it would be fine to fill in. The arm of the sprinkler would remain untouched as long as the line is in the ditch. Brenda Kozlowski said Charleston would accept ownership of the line and maintain it.
3. **Farm Report – Bryan Provost.** Bryan reports that everything is looking good for the winter and he doesn’t anticipate any issues.
4. **Planned Equipment Maintenance Agreement with Cummins -**discussion and possible approval of a service contract to perform service and maintenance for facility generators.

**MOTION:** Steve Farrell movesto approve the contract. Don Huggard seconded. Motion carried by unanimous vote.

1. **Statepoint Engineering Update –** Paul Krauth presented an update of our facilities life expectancy and replacement schedule. Paul reviewed current blowers, their age and replacement possibilities or rebuild. Paul will look into procuring possible replacement equipment at a reduced rate.
2. **Future Plan –** Aqua Engineering. Brad Rasmussen presented our draft Future Plan for review and possible approval. Brad Rasmussen reviewed population projections, purchase of property and disposal of sewage.
3. **Tentative 2021 Budget-** Steve Farrell suggested moving forward with the delineation of the Van Wagoner Property and adding it to the final budget. Heidi Franco questioned the JSSD ERU’s. Mayor Johnson wanted to clarify that JSDD would not receive any refunds and that we needed to work toward an agreement. Heidi Franco had a concern about the Capital Facilities Fund and HVSSD dipping into those funds. Dennis indicated that a rate increase would help offset that.

**MOTION**: Heidi Franco moves to approve the tentative budget. Brenda Kozlowski seconded. Motion carried by unanimous vote.

1. **Manager’s Report – Dennis Gunn (included in packet)**
2. **Adjourn**

**MOTION:** Heidi Franco moves to adjourn. Brenda Kozlowski seconded. Motion carried by unanimous vote.