MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT

5455 West Old Highway Road, Mountain Green, Utah

Agenda for the Board of Trustees Meeting

7:00 P.M., Thursday, August 01, 2013

I. Welcome, Introductions, Invocation
II. Public Comment Period
III. Business Items

1. Discussion / Decision:
   - David Sadzewicz has applied for a Will Serve letter for two additional connections. This is for the subdivision of the lot that his home is on at 5800 Powderhorn Road which will create three separate lots. A Will Serve letter for this subdivision was previously applied for and approved in 2012 but has since expired.
   - Does the Board approve issuing the Will Serve letter?

2. Discussion / Decision:
   - Kyle Smith with Henry Walker Homes has applied for a Will Serve letter for the consolidation of two lots in Whisper Ridge. Will Serve letters were previously issued for all of the lots in Whisper Ridge so this is not an issue of committing additional capacity, but an evidentiary letter to fulfill a request from the county.
   - Does the Board approve issuing the Will Serve letter?

3. Discussion / Decision: Resolution 130801- A for the Annexation of 4229 Iris Avenue, lot 62 in the Rosehill development.
   - The Board approved the Annexation of 4229 Iris Avenue, Lot 62 in the Rosehill development at the meeting on June 20, 2013. The formal process with the State and the County requires the board to approve a Resolution for this Annexation.
   - Does the Board approve Resolution 130801-A?

4. Discussion / Decision: Resolution 130801- B for the Municipal Wastewater Planning Program.
   - The State of Utah Department of Water Quality (DWQ) has sent the Municipal Wastewater Planning Program (MWPP) Self-Assessment Report for 2012. The UT DWQ is requesting the MGSID Board of Trustees review the report and return it with a Resolution stating the review has been done and that MGSID has taken all appropriate actions necessary to maintain the effluent requirements contained in the UPDES Permit. We are required to submit the report by September 1, 2013.
   - Has the Board reviewed the report and does the Board approve Resolution 130801-B?

5. Discussion: July 17, 2013 Meeting with Rulon Gardner, Skyler Gardner and their attorney Robert McConnell.
   - Amendments to Rollins Ranch Phases 1 & 3 to remove some community pathways were presented which required MGSID signoff. The amendments do not affect our sewer utility easements or access so Robert signed them off.
   - The Gardners were requesting clarification of agreements for installed trunk lines, trunk lines to be installed along with the capacity of our current system.
   - Currently, there is a signed general 'Letter of Understanding' from January 2006 between MGSID and Gardner Cottonwood Creek, LLC (GCC) that roughly defines the responsibilities of both parties for expansions, new line installations and payback/pioneering agreements. There is no record, however, of any specific agreement relating to any specific project, the costs involved and/or a reimbursement agreement and schedule.
   - Discussion clarified that GCC installed a 15" line down Cottonwood Road from Garnet to Old Highway and it was verbally agreed that GCC was not to be reimbursed for any costs involved except the repair of the asphalt.
   - Everyone at the meeting agreed that the cost of the installed 15" line from the Fire Department to the Bank, as well as the cost of the new section to be installed from the Bank through the Johnson property to the headworks should be calculated into the new MGSID impact fee calculations and reimbursed to GCC along the lines of the current reimbursement agreement.
   - The Gardners broached the creation of a 'Pioneering Agreement' for future developments that would tap into the original 8" line they installed in the Cottonwoods, with the idea that MGSID would administer it for collections and reimbursements. Robert Volk strongly opposed this idea due to the administrative burden it would place on MGSID. He recommended that the GCC handle any Pioneering Agreement for that section of line directly through the parties involved in the sale of the land to future developers.
   - Mr. McConnell said that he will draft a 'Reimbursement Agreement' on behalf of GCC in regards to the installed Trunk Line from the Fire Station to the Bank as well as the yet to be installed Trunk Line from the Bank to the headworks. He will then submit it to MGSID for the Board to review and approve.
   - Rulon and Skyler Gardner agreed to send MGSID an accounting of the costs for same installed line and estimates for the line to be installed. These costs are to be included into MGSID's new Impact Fee Calculations.
   - Once all parties have finalized the formal agreements, GCC will have the responsibility of getting plan approval, permits and construction with MGSID providing any requested support with County Planning.

6. Discussion / Decision: Selection of an attorney to represent MGSID.
   - MGSID is entering a period of complicated negotiations with developers to set future agreements and clear up prior clouded agreements.
   - The District currently has no legal guidance or representation to assist in these matters as the attorney who worked with the District in the past has resigned his license.
   - Robert is recommending that the District search out and form an on call relationship with a local attorney who has a background in real estate development, small government and impact fee implementation.
   - Does the Board agree with having the Manager search for legal representation on an on call basis?

7. Discussion / Decision: Repairs to manholes in the Cottonwoods.
   - Robert has documented and cataloged 32 manholes in Cottonwoods Phases 2 & 3 that warrant immediate repair (before winter).
     - Twenty eight manholes require complete replacement of the collar due to cracking and disintegration.
     - Four manholes require grinding of at least one edge to alleviate substantial hits from snowplows (which will lead to cracking and replacement).
     - One manhole needs fill grouting at the bottom to rectify the condition of standing and stagnant water.
   - Requests for bids are being sent out to at least three local contractors with the goal of having all repairs done by early October.
   - A rough guestimate of the cost is between $500 to $600 per manhole, or around $16,000 to $20,000 total.
   - Due to the time constraints, if all bids are in before the next scheduled Board meeting, the Manager would like to send the Board Members an email request for approval of the winning bid.
   - Does the Board agree with approving the winning bid for the manhole repairs via an email vote, if necessary?

8. Discussion: Status of the PER and the new Recommended Impact Fee
   - The Public Notice for the 'Intent' to Prepare and Impact Fee Facilities Plan and Impact Fee Analysis have be posted on the Utah Public Notices Website
   - Waiting on final manhole and stub requirements from Mr. Johnson to provide to Gardner Developments so they can complete the estimate
   - Waiting on Gardner Development to provide three items.
     - Reimbursement Agreement Draft for the 15" installed trunk line and the yet to be installed Trunk Line.
     - Actual Costs for the installation of the 15" trunk line from the Fire Station to the Bank.
     - Final Estimate of Costs for the trunk line to be installed from the Bank to our headworks.

- Provide final costs of trunk lines to Brad Rasmussen @ Aqua so he can calculate a final cost evaluation and Impact Fee (IFFP & IFA)
- Get the required certification letter from Brad Rasmussen @ Aqua, who prepared the analysis.
- Prepare a Resolution (*September or October?*).
- At least 14 days in advance of a hearing, provide reasonable notice of the Public Hearing and make copies of the Resolution, Plan and Analysis available to the public – Public Library.
- At least 10 days in advance of the event, publish public notice for a public hearing.
    - Mail to affected public entities.
    - Post in three physical locations in the municipality or county.
    - Publish in local Newspaper.
    - Post on Utah Public Notices Website.
- Hold a Public Hearing (*October or November?*).
- Adopt the Resolution and enact the Impact Fees (*possibly at the end of the Public Hearing session?*).
- New Impact Fees do not go into effect until 90 days after the ordinance is enacted (*January or February?*).

9. Discussion: District Operations
    - On June 21 JPS Industries conducted a complete underwater inspection of the baffle curtain that separates cell 1 from cell 2 in lagoon one at a cost of $1,975. The baffle was checked for hardware, connections, sludge levels, damage, tears and short circuiting under the baffle. Everything is in good condition with only a small filtration leak on the east end which is allowing a minimal short circuit in the flow pattern. Robert plans on having this blocked with some sand and clay in the next couple of months.
    - The MV lift station pumping cycle had declined to a troubling duration so we had our vendor to come out and inspect the pump sensor floats. We discovered that the lowest float, which turns off the pump at the end of a cycle, had come loose in its harness causing the pump to shut off prematurely. Repairs were made and operation is back to normal.
    - Aeration blower #2 had begun shutting down and triggering alarms more frequently (this blower has a history of shutting down), so Robert ran tests in conjunction with SKM and a couple of the vendors to diagnose the problem. The solution we arrived at was to lower the limit on the Amperage for blower #2 and enlarge the buffer before an automated shutdown.
    - Effluent water continues to measure well within state requirements. June and July biological oxygen demand (BOD) measured at 6 and 9 parts per million (13% to 20% of limit) and TSS registered at 13 and 12 ppm (27% to 29% of limit). The e-coli bacteria level in the effluent water was non-detectable for both June and July.

10. Discussion: District Statistics as of July 30, 2013
    - Comparison of the number of Impact Fees received by July 30 in the last 3 years.
        - 2013 = 64 Impact Fees
        - 2012 = 36 Impact Fees
        - 2011 = 10 Impact Fees.

MGSID DISTRICT FINANCIALS AS OF June 30, 2013		OPERATIONS CHECKING	EXPANSION MONEY MKT	***BANK TOTALS***
		$59,557	$157,723	***$217,280***
PTIF 248 OPERATIONS FUNDS	PTIF 4667 EMERGENCY FUNDS	PTIF 4668 REPLACEMENT FUNDS	PTIF 4598 EXPANSION FUNDS	**FUND TOTALS**
$132,740	$125,327	$206,599	$122,383	***$587,049***
			TOTAL CASH	***$804,329***

ADVANCED FUNDING SECOND QUARTER 2013 REIMBURSEMENTS ~ JULY 1

- Cottonwoods Phase II = $ 17,280 for Five Impact Fees
- Cottonwoods Phase III = $ 38,016 for Eleven Impact Fees
- Rollins Ranch Phase I = $ 34,560 for Ten Impact Fees
- Whisper Ridge Phase I = $ 17,280 for Five Impact Fees

TOTAL = $107,136 for Thirty One Impact Fees

ERU STATUS

ERUs Billing	ERUs Under Construction	ERUs Connected	ERUs Committed But Not Activated	WILL SERVES Committed
794	**81**	**+ 828**	**+ 349**	**= 1,258**

TOTAL ERUs CONNECTED LAST SIX MONTHS RUNNING

	FEB 2013	*MAR 2012*	*APR 2013*	*MAY 2013*	*JUN 2013*	*JUL 2013*
CONNECTED	**799**	**803**	**808**	**812**	**814**	**828**
% OF CAPACITY	44.4%	44.6%	44.9%	45.1%	44.2%	46.0%

District requirements on Upgrade: Option Study @ 70% (1,260); Design @ 80% (1,440); Build @ 90% (1,620)

11. Discussion / Decision: Review and approval of June 20, 2013 Minutes.

12. Discussion:
    - Next meeting scheduled for first Thursday, September 5, 2013 @ 7:00 PM.

Motion to Adjourn