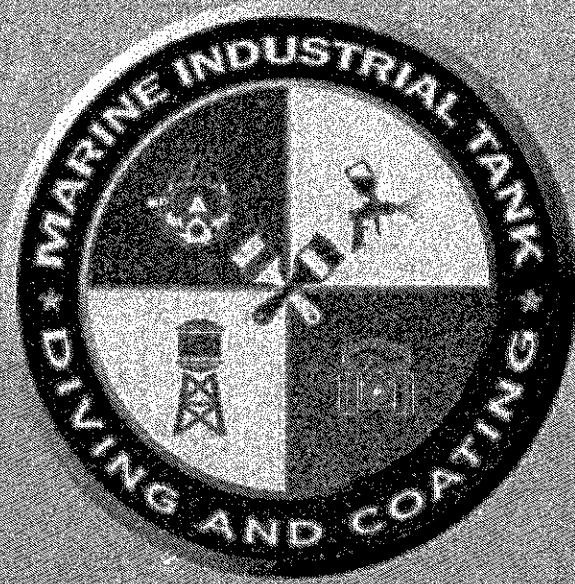
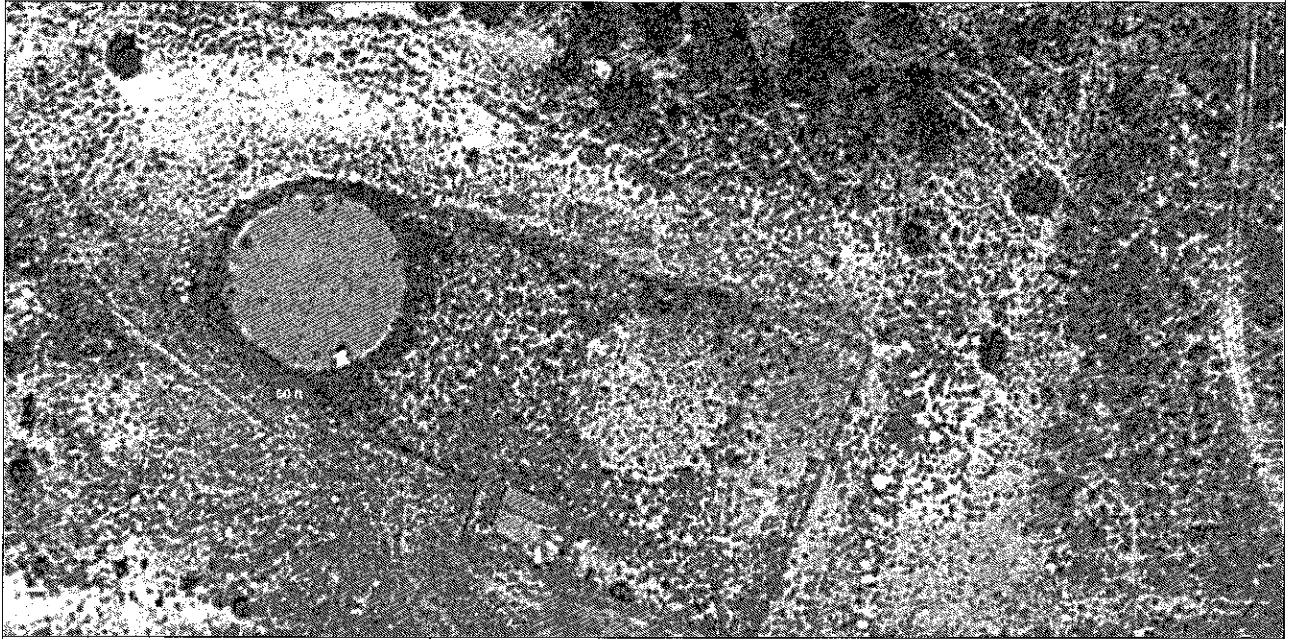




# TOWN OF WALES | 2021 WATER TANK CLEANING AND INSPECTION PROPOSAL

## Tank Plumbing Repairs

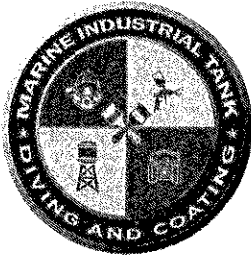


|                                                                        |                                                                        |  |
|------------------------------------------------------------------------|------------------------------------------------------------------------|--|
| 350KG Below - grade<br>Concrete<br>60'D x 17'D<br>39.48456, -111.64915 | 300KG Below - grade<br>Concrete<br>55'D x 17'D<br>39.48456, -111.64915 |  |
| One Eight Hour Day Total: \$2,750.00                                   |                                                                        |  |

MIT Diving & Coating will provide all personnel and equipment necessary to perform all services to the tanks listed above. The proposal price listed above is good for 15 days.

### Payment Terms

1% Ten Days, Net 30 Days. 2.5% interest per month on all accounts past 30 days. Proposal does not include Sales or Use Taxes, Registration fees, or licenses unless listed above in proposal. If MIT Diving & Coating is liable for any additional fees requested or required by the customer and are not noted in proposal, the fees will be billed on the final invoice.



Business Address:  
1500 Standiford Ave  
Modesto, CA, 95355  
Office: (209) 382-9155  
Mobile: (209) 303-3460  
Fax: (408) 707-1490  
Chris@mitdivingcoating.com

January 28th, 2021  
Velva Lee Sherman  
Town of Wales  
150 N State  
HC 13 Box 4274  
Wales UT 84667  
(435)436-9345

#### Water Tank Plumbing Repairs

Contractor shall meet all regulations and standards required for diving, inspecting and repairing potable water tanks, including but not limited to regulations and standards from OSHA, EPA, CDPHE, AWWA, NFPA and TCEQ.

All dive technicians and equipment that is used in the tank will be fully disinfected prior to accessing tank in accordance with AWWA Standard C652-11. All entries will be conducted in accordance with applicable OSHA regulations pertaining to diving and confined space; including 1910.401 through 1910.441.

Interior and exterior assessments; review structural, sanitary, safety, security and any installed coating conditions.

Minimum items to be examined include; ladders, shell, roof, vents, man ways, seams, anchors, safety systems, hatches, external overflow and plumbing.

High resolution color video will document the interior inspection. The documentation will be completed with real time closed circuit underwater video equipment. All pertinent finding will be recorded including, dive technician's findings and a narrative summary.

Cleaning and removal of any sediment or material up to three inches present in the tanks. Sediment will be thoroughly removed from the floor of each scheduled tank. Sediment will be pumped out of the tank and released into sediment bag then onto the ground or drain.

Diving Regulations

All work will be completed in compliance with AWWA, NACE, OSHA, ACI, AWS, and SSPC regulations for diving and potable water tanks. All equipment entering the tank will be disinfected with a minimum of 200ppm Chlorine.

All divers employed by MIT Diving & Coating are Certified Commercial Divers.

Conditions of Diving Rates

If MIT Diving & Coating must stop working due to unforeseen reasons such as utility personnel not on site to direct dive team, utility request team to wait due to low water etc.

If sediment is over noted amount of proposal or if the sediment is an abnormal consistency (mud, calcium, clay, rocks, etc.)

If online wall cleaning or additional epoxy repairs are requested. Work will be completed at a rate of \$360.00 per Hour

Any Material needed for anything not listed above is not included and will be charged as a second line item on final invoice.

Epoxy Material if needed: Customer is only charged for amount of material used. Epoxy kits are \$250.00 per kit, ¾ kit \$187.50, \$125.00 ½ kit, ¼ kit 62.50

**Customer Acknowledgement of Diving Rates**

**Initial Here** \_\_\_\_\_

Chris Christophersen, Regional Account Manager

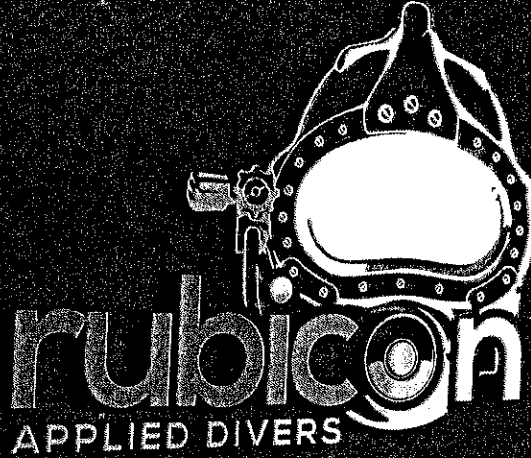
Date: January 28th, 2021

To accept, please sign and date proposal. Please email to [Chris@mitdivingcoating.com](mailto:Chris@mitdivingcoating.com) or fax to Fax: (408) 7071490

\_\_\_\_\_ Printed Name

\_\_\_\_\_ Date: \_\_\_\_\_

Signature



# WALES TOWN WATER SYSTEM

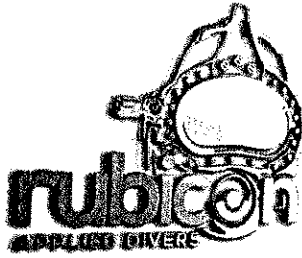
## WATER TANK CLEANING AND INSPECTION PROPOSAL

RAD QUOTE #20-527

### CONFIDENTIALITY

This document is the exclusive property of Rubicon Applied Divers, Inc. It has been provided for the purpose for which it has been supplied and is not for general disclosure. The person or entity receiving this document agrees to ensure the information contained herein is only disclosed to those persons or entities having a legitimate right to receive it. The recipient should further note that this document is not to be distributed or disclosed in whole or in part to any third parties without the prior written consent of Rubicon Applied Divers, Inc.

STEVE MOSES  
RUBICON APPLIED DIVERS 602-258-1116



**Business Address:**

7429 Teaswood Drive  
Conroe, TX 77304

**Contact Information**

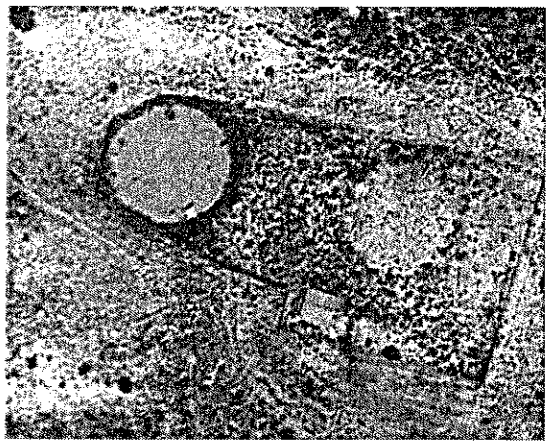
Tel: 602-258-1116

Fax: 480-214-0118

Email: smoses@rubiconfab.com

Arizona License No. ROC 160416 California License No. 942354

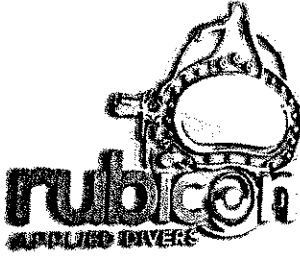
December 21, 2020  
Wales Town Water System  
Wendle Roberts  
435-436-9345  
Wendle.roberts@nsanpete.org  
HC 13 Box 4274  
Wales, UT 84667

| Scope of Work: Cleaning and Inspection                                                                                                                                                                                                                                                                                                                                                                                |                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Remove sediment levels of up to three (3) inches on the floor.<br>Inspection report will include the interior and exterior of tank. You will receive a full assessment report of the tank using the below checklist.                                                                                                                                                                                                  |                                                                                     |
| <p>250KG below grade concrete<br/>60' dia x 12' high<br/>150KG below grade concrete<br/>50' dia x 10' high</p> <hr/> <p>Rubicon Applied Divers is a member of the Association of Diving Contractors and all dive personnel are Certified Commercial Divers.</p>                                                                                                                                                       |  |
| <p><b>Proposal Total \$3,100,00(both tanks and 2 reports)</b><br/> <del>IF WALES ALLOWS US TO PERFORM THE WORK IN 5/2021 ALONG WITH OTHER</del><br/> <del>WORK OUR PRICE IS \$2,790.00 - 10% DISCOUNT</del><br/>           Rubicon Applied Diving will provide all personnel and equipment necessary to perform all services to the tank listed above. Proposal is valid for 30 days. Contract valid for one year</p> |                                                                                     |

**Diving Regulations**

All work will be completed in compliance with AWWA, NACE, OSHA, ACI, AWS, and SSPC regulations for diving and potable water tanks. All equipment entering the tank will be disinfected with a minimum of 200ppm Chlorine.

3100  
2790  
310



**Business Address:**

7429 Teaswood Drive  
Conroe, TX 77304

**Contact Information**

Tel: 602-258-1116

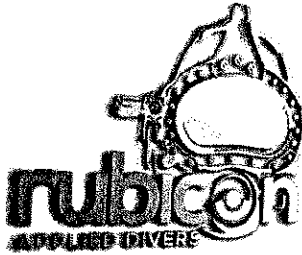
Fax: 480-214-0118

Email: smoses@rubiconfab.com

Arizona License No. ROC 160416 California License No. 942354

**Typical Inspection Checklist – Concrete**

1. Foundation (if on-grade): observe for settling, cracks and deterioration.
2. Exterior tank coating (if on-grade): observe for coating failure, corrosion and leaks.
3. Interior tank lining: cracks, tears, batten strips
4. Water level indicator: check operational condition.
5. Level Telemetry and/or Auto-fill control floats
6. Overflow pipe: check interior opening for obstruction, exterior flap valve cover as operable and sealed.
7. Access ladder: check for loose bolts and rungs, fall protection/prevention devices as operational
8. Fall protection devices: check operation.
9. Roof: check for condition, pooling, sagging
10. Air vents: check screens, sealed edges and seams.
11. Check for cracking and efflorescence and spalling
12. Roof hatch: check locks, hinges and gaskets.
13. Water quality: observe for foreign matter
14. Observe tank site security: check fences, gates and access doors.
15. Man Ways: exterior - for hardware and leaking, interior - gasket condition
16. Drain condition and any impediments
17. Column, Column Bases
18. Interior ladder condition
19. Inlet/Outlets condition
20. Presence and/functionality of Mixers
21. Ceiling and beam condition
22. Photograph tank components, both exterior and interior
23. Photograph all areas of concern, describe component and condition
24. Provide final video of entire tank inspection, Electronically, USB or DVD
25. Written recommendations for corrective action, if required



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**CONDITIONS OF DIVING RATES - Extra Work Rate is \$325.00/hour**

- 7.1. CONTRACTOR proposal is contingent upon availability of personnel and equipment.
- 7.2. Open access to tank at time of project is the responsibility of CLIENT. 20" is the minimum. In certain circumstances, 18" can be accomplished, however notice must be given the CONTRACTOR and additional safety planning is required. Hatch access, less than describe herein, or if there is an obstruction to the man way, extra work rates would apply
- 7.3. If the sediment is greater than 3" or if sediment is atypical, such as Clay, Rocks, Calcification, extra work rates would apply, or if concrete has degraded to the point that vacuuming is not possible.
- 7.4. If CONTRACTOR cannot park the dive truck and trailer within 100' of the tank, extra work rates would apply
- 7.5. If water level is not within 8' of the hatch opening, extra work rate would apply until the water level reaches 8' from the hatch opening
- 7.6. Standby for Utility personnel to provide access or stoppage at the direction of the Utility for due to reasons not caused by Rubicon Applied Divers
- 7.7. Discharge during the cleaning will be ground applied
- 7.8. Wall cleaning and/or epoxy repairs will be billed at the extra work rate. Epoxy kits are \$250.00 each. 1 kit is usually sufficient for typical diver repairs
- 7.9. Full written report shall be furnished within 14 days after the inspection.
- 7.10. The CONTRACTOR Supervisor will have the ultimate decision concerning safe working conditions.
- 7.11. CONTRACTOR'S proposal excludes all unforeseen applicable federal and state charges. If charges are relevant to this job, CONTRACTOR will submit price at Cost Plus 15% for approval prior to invoicing
- 7.12. Payment Terms: Net 30 Days. 2.5% interest per month on all accounts past 30 days.

To accept, please sign and date proposal. Please scan and email **ALL** pages to [smoses@rubiconfab.com](mailto:smoses@rubiconfab.com) or fax **ALL** pages to 480-214-0118

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

PO \_\_\_\_\_

## Wales Town

### ORDINANCE NO. 2021-01

*An ordinance providing for the compensation of elected and statutory officers of  
Wales Town, Utah*

**WHEREAS**, Wales Town wishing to satisfy all public interests and comply with state law adopts a compensation ordinance of elected and statutory officers.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF  
WALES TOWN, STATE OF UTAH:**

1. Repealer. All previous salary or compensation ordinances regarding elected and statutory Officers hereby are repealed.
2. Compensation. The compensation of the elected and statutory officers shall be as follow:

|                               |                                                                                                                                                                                                    |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mayor.....                    | \$50.00 per month (Plus \$7.25 per hour for duties as required, not to exceed eight (8) hours per month unless approved by a majority vote of the council.)                                        |
| Councilmember.....            | \$50.00 per month (Plus \$7.25 per hour for duties as required, not to exceed eight (8) hours per month unless approved by a majority vote of the council.)                                        |
| Certified Water Operator..... | \$600 per month (Plus \$18.00 per hour for other duties as required.)                                                                                                                              |
| Treasurer.....                | \$13.00 per hour for Water Department billing and other administrative duties.                                                                                                                     |
| Clerk.....                    | \$12.00 to \$18.00 per hour, based on qualifications, for Administrative duties as required.                                                                                                       |
| Deputy Clerk.....             | \$12.00 per hour for Planning and Zoning Administrative duties and assisting the Town Clerk as required. (Not to exceed eight (8) hours per month unless approved by majority vote of the council) |
| Fire Chief.....               | \$50.00 per month                                                                                                                                                                                  |

Temporary Employees.....

Contracted amount approved by the  
Town Council.

3. Payment. The Clerk shall pay each elected and statutory officer his or her monthly salaries after the approval of the Town Council.
4. Per Diem. Each member of the governing body shall receive mileage and per diem for all trips approved by the governing body according to the schedules adopted by the Utah Department of Finance, as may be approved by the Wales Town Council.
5. Effective Date. This ordinance shall become effective on the 1st day of February 2021..

Passed this 2nd day of February 2021.

WALES Town

\_\_\_\_\_  
Mayor – Nathan L. Mitchell

Attest: \_\_\_\_\_  
Town Clerk – Velva Lee Sherman



# Internet and Computer Security Policy

## Statement

Wales Town furnishes computers for employees' use in conducting the business of Wales Town.

This includes access to e-mail and the Internet. The internet contains many useful features, including email to non-town resources, access to research materials, and information exchange. The purpose of this policy is to establish basic rules for employees' use of the town's computer system, including the Internet and email.

## Computer System, Internet and E-mail Use Policies

The Internet can be misused in a variety of ways, including but not limited to:

1. Downloading files that contain viruses, thereby endangering town information services;
2. Accessing objectionable material;
3. Wasting work time by performing unauthorized research or accessing non business related information and people or for computer games, or online games.

### Individual Responsibilities:

Internet users are responsible for complying with this and all other town policies when using the town's resources for accessing the Internet. Violation of this policy is grounds for disciplinary action, up to and including termination.

### General Policies for Use of the Entity's Computer System, Including the Internet:

An employee does not have a right to privacy when using the Internet via town resources and employees should not expect or assume any privacy regarding the content of email communications. Wales Town reserves the express right to monitor and inspect the activities of the employee while accessing the Internet at any time, and to read, use and disclose e-mail messages. In addition, all software, files, information, communications, and messages (including emails) downloaded or sent via the Internet using town resources are the town's records and property of Wales Town; such records are subject to potential review and disclosure under the public disclosure law of the State of Utah. Even after an email message has been "deleted," it may still be possible to retrieve it.

The Wales Town Council has the right to restrict or prohibit any employee from Internet access for violation of the policy. Violations may also result in disciplinary action, up to and including termination.

Internet use via Wales Town resources is for town business. Except as outlined here, use of town computer, Internet and email services are for town business only. Minimal limited personal use is permitted, so long as it does not result in cost to the town, does not interfere with the performance of duties, is brief in duration and frequency, does not distract from the conduct of town business and does not compromise the security or integrity of town information or software. Such limited use shall not occur on "paid time," but is permitted immediately before or after work hours and during an employee's breaks. Examples of allowable personal use include accessing a weather report or news item on the Internet, or transmitting email to a family member to assure safe arrival at home. Any personal use of town's computer, Internet and email services must comply with all applicable laws and Wales Town policies, including anti-discrimination policies and Internet usage policy.

Internet use must comply with applicable laws and town policies including but not limited to all federal and state laws, and town policies governing sexual harassment, discrimination, intellectual property protection, privacy, public disclosure, confidentiality, misuse of town resources, information and data security.

All Internet use must be consistent with the town's Personnel Policies Manual.

Wales Town's computer system permits employees to perform jobs, share files, and communicate internally and with selected outside individuals and entities in the performance and conduct of town business. Employees are prohibited from gaining unauthorized access to another employee's email messages, or sending messages using another employee's password.

In order to prevent potential town liability, it is the responsibility of all Internet users to clearly communicate to the recipient when the opinions expressed do not represent those of Wales Town.

Wales Town has the capability and reserves the right to access, review, copy, modify and delete any information transmitted through or stored in its computer system. The town may disclose all such information to any party (inside or outside the Entity) it deems appropriate and in accordance with applicable law. Accordingly, employees should not use the computer system to send, receive or store any information they wish to keep private. Employees should treat the computer system like a shared file system—with the expectation that files sent, received or stored anywhere in the system will be available for review by any authorized representative of the town for any purpose, as well as the public if a proper request is made for public records.

Good judgment should always be employed in using the town's email and Internet systems. Employee email messages may be read by someone other than the person(s) to whom they were sent. Email inconsistent with the town's policies must be avoided. For example, it is prohibited to make jokes or comments which could offend someone on the basis of gender, race, age, religion, national origin, disability or sexual orientation. These comments would be in direct conflict with the town's policies prohibiting discrimination and harassment. Accordingly, employees should create and send only courteous, professional and businesslike messages that do not contain objectionable offensive or potentially discriminatory material.

Caution should be taken in transmitting confidential information on the computer system. Employees should use due care in addressing email messages to assure messages are not inadvertently sent to the wrong person inside or outside the Entity. Email creates a written record subject to court rules of discovery and may be used as evidence in claims or legal proceedings. Once sent, email cannot be retracted. Even after deletion at a workstation, email can be retrieved and read.

The safety and security of the town's network and resources must be considered at all times when using the Internet. Any programs from a non-current source (i.e., software that is not purchased in original diskette or CD ROM format) or which involve executable or binary files must not be downloaded or installed without prior permission from the Wales Town Council and without being properly scanned for viruses. Employees are not to share or reveal individual passwords to anyone.

There is a wide variety of information on the Internet. Some individuals may find information on the Internet offensive or otherwise objectionable. Individual users must be aware that the town has no control over available information on the Internet and cannot be responsible for the content of information.

#### Prohibited Uses of the Internet:

The following is a non-exclusive list of prohibited uses of the Internet and email:

- Commercial use – any form of commercial use of the Internet is prohibited;
- Solicitation – the purchase or sale of personal items or non-business items through advertising on the Internet is prohibited;
- Copyright violations – the unlawful reproduction or distribution of copyrighted information, regardless of the source, is prohibited;
- Discrimination / Harassment – the use of the Internet to send messages or other content which is harassing, derogatory or unlawfully discriminatory to employees, citizens, vendors or customers is prohibited;
- Political – the use of the Internet for political purposes is prohibited;

- Aliases / Anonymous messages / misrepresentation – the use of aliases or transmission of anonymous messages is prohibited. Also, the misrepresentation of an employee's job title, job description, or position with the town is prohibited;
- Social networking sites – the accessing and/or creation of social networking sites, such as Facebook, Twitter, Instagram, Blogs and similar sites is prohibited for non-entity business purposes;
- Instant messaging;
- Misinformation / Confidential Information – the release of untrue, distorted, or confidential information regarding [Entity type] business is prohibited;
- Viewing or Downloading of Non-Business Related Information - the accessing, viewing, distribution, downloading, or any other method for retrieving non-town related information is prohibited. This includes, but is not limited to, entertainment sites, pornographic sites, sexually explicit sites, chat rooms and bulletin boards;
- Unauthorized attempts to access another's network or e-mail account;
- Display or transmission of sensitive or proprietary information to unauthorized persons or organizations;
- Spamming email accounts from the town's email services or town machines.

Nothing in this chapter prohibits the use and access of the described systems for bona fide law enforcement and investigation purposes.