



HEBER VALLEY SPECIAL SERVICE DISTRICT

1000 East Main Street
PO Box 427
Midway, UT 84049-0427
Phone: (435) 654-2248
Email: dgunn@hvssd.org
hvssd.org

BOARD MEETING

Minutes

November 18, 2021

4:00 P.M.

Administration Building
1000 E Main Midway, UT 84049

AGENDA ITEMS

CONDUCTING: Board Chair, Celeste Johnson

Attendees: Celeste Johnson, Steve Farrell, Mike Johnston, Brenda Kozlowski, Don Huggard, Kelleen Potter, Heidi Franco (at 6:24), Wes Johnson, Mark Anderson, Dave Nuttall, Dennis Gunn, **online:** Ron Prue, Bryan Provost

1. Welcome

ENTITY UPDATES:

Don Huggard had suggested to do an entity update if anything is being done that would affect HVSSD it could be discussed here. Celeste agreed and recommending to the board to plan on this in future meetings.

- **Heber City:** Mike Johnston for Heber City, mostly at this time affecting North Village that wouldn't be coming here.
- **Midway City:** Celeste Johnson, Midway is looking at their annexation boundaries and they will be the same as Midway Sanitation District. Celeste asking what is going on with Highlands at Soldier Hollow and Don Huggard responding,
- **Midway Sanitation District:** Don Huggard agreed with the boundary discussion. Don stating, they are still waiting on Highlands at Soldier Hollow to see what's going on there. Wes stating, they are installing sewer line. They are outside Midway City. Their water well is high in saline. May require 23 separate wells. The salty water will not be coming to HVSSD. It will only be for fire protection. Dave Nuttall asking about how 23 wells affects us. The state is asking us to prove up on the water rights on the farm. Don assuring the water from these wells is clean, good water.
- **Charleston Town:** Brenda reporting they have signed with Heber to get sewer down to 3000 South.
- **Wasatch County:** Twin Creeks have also contracted with Heber City to bring sewer to HVSSD.

ACTION ITEMS:

2. CONSENT AGENDA – Discussion and possible approval,

- A. October 28, 2021, Board Meeting Minutes
- B. October 2021 Profit & Loss
- C. October 2021 Reconciliation
- D. Rain for Rent Agreement

Celeste asking if the agreement with Rain for Rent has been changed and it has been done. Dennis Gunn reporting the pump has been upsized. This is all within the RFP and agreement from two years ago and approved via emails earlier this month. We are pushing more water

into the RIB's at a faster rate than the RIB's can process. Steve Farrell reporting, we have soils at 116% moisture at this time in the valley.

Motion to **"Approve the Consent Agenda"** by Kelleen Potter. **Second** by Steve Farrell.

Voting: all AYES. motion carries. Consent Agenda is approved.

3. **RESOLUTION 2021-5 ELECTRONIC BOARD MEETING POLICIES AND PROCEDURES** – discussion and possible approval. – Dennis Gunn (10 minutes)

Motion: to **"Approve Resolution 2021-5 ELECTRONIC BOARD MEETING POLICIES AND PROCEDURES,"** made by Steve Farrell. **Second** by Don Huggard. **Voting:** all AYES. Motion carries. Resolution 2021-5 is approved.

4. **CONSIDERATION FOR ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HEBER VALLEY SPECIAL SERVICE DISTRICT, UTAH, AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$23,000,000 AGGREGATE PRINCIPAL AMOUNT OF SEWER REVENUE BONDS, SERIES 2022; AND RELATED MATTERS.** – Discussion and possible approval. – Mark Anderson, Zion's Bank (15 minutes)

Celeste introducing the Resolution and reminding everyone, this is not saying we are getting the bond, but we are moving forward.

Mark Anderson, Zion's Bank, HVSSD Financial Advisor, stating this is the parameters resolution that defines the types of bonds the board may pursue, it details the maximum amount we would borrow, the maximum interest rate, the maximum term of repayment, maximum discount if sold in the market, schedules the public hearing, and authorizes the Board Chair and manager to make decisions regarding the final method of sale and interest rates, etc. as long as within the parameters approved by the board.

Celeste stating this allows us to move forward, if next month we decide not to bond, we are not obligated.

Mark Anderson explaining not under obligation until a bond in before you that you have to sign.

Steve Farrell asking if we were to approve this, could we modify it, at a later date?

Mark Anderson responding, you can but would not be necessary unless you want to borrow more. This allows you to borrow up to \$28M. Steve asking if it sets a max term. Mark Anderson responding, 21 years. Celeste confirming with Mr. Anderson there is no prepayment penalty after 10 years. This was confirmed by Mr. Anderson. Mr. Anderson explaining there are several ways you can market the bond. Mr. Anderson mentioning the possibility of going to the DWQ. The board members were given options in their packets.

Celeste confirming that moving forward this keeps our options open. Mr. Anderson going over the next steps. Steve Farrell verifying, we would not incur expenses unless a bond is lent.

Celeste calling for a motion. **Motion:** to **"Adopt RESOLUTION 2021-6 CONSIDERATION FOR ADOPTION OF A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HEBER VALLEY SPECIAL SERVICE DISTRICT, UTAH, AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$23,000,000 AGGREGATE PRINCIPAL AMOUNT OF SEWER REVENUE BONDS, SERIES 2022,"** by Brenda Kozlowski. **Second** by Mike Johnston. **Voting:** all AYES. Motion carries. RESOLUTION 2021-6 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HEBER VALLEY SPECIAL SERVICE DISTRICT, UTAH, AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$23,000,000 AGGREGATE PRINCIPAL AMOUNT OF SEWER REVENUE BONDS, SERIES 2022 is adopted.

5. IT Services Contract discussion and possible approval – Ron Prue, Executech (10 minutes)

Dennis Gunn discussing the need for IT services. IT is a part of our infrastructure, and we have a need for better expertise in this area. Ron Prue, Executech, who has been helping us with this, introducing himself and discussing the services they offer. Mr. Prue mentioning, they (Executech) already do services for Midway City. They are a third-party provider. Not a contract, but service agreement to keep up with servers, firewalls, security, etc. Mr. Prue suggesting getting going could be a weekly or biweekly visit onsite or other to verify systems are working, backups are being made, etc. The goal is to have systems back up within 24 hours after incident with zero loss of data. The proposal is for five hours per month can be weekly, biweekly or in one lump sum, pretty much handling everything for us. Mr. Prue discussing other governmental agencies and businesses in the Heber Valley they serve including Wasatch Fire, etc.

Steve Farrell asking what the cost is for the five hours per month. Ron responding, \$135 per hour for the five hours or \$695 per month.

Heidi Franco asking about training. Executech provides vast training.

Ron recommending, we need faster more robust internet connection. That to accomplish this we need better internet connection.

Dennis further discussing the need to replace the server for our SCADA. We should be covered by insurance. The desire is to move the servers from the furnace room into a proper server room. Will work with Wes to get this done.

Celeste expressing appreciation for the services they (Midway City) receive from Executech.

Motion: to *“Have manager enter into contract for IT services with Executech as the packet outlines and to include purchase of servers,”* by Steve Farrell. **Second** by, Brenda Kozlowski.

Voting: all AYES. Motion carries.

6. Internet Services/Lease Agreement – Wicked Fast Internet – Mike (10 minutes)

Dennis discussing problems with internet here. Dennis has been discussing high speed internet with Wicked Fast Internet. Discussing the possibility of exchange service for the ability to lease our old pump house for installing radio antennas. They are willing to do this because they want to expand into the Heber Valley.

Celeste stating, she loves the idea they want to come in here. In Midway they have Comcast and other companies, and they pay them a franchise fee to use their poles and structure etc. Asking if we should do due diligence and see if the other companies want to compete for this. Dennis agreeing and the feel is to RFP for the services.

Heidi Franco and Kelleen Potter advising Heber City is preparing to enter a contract with Strata for fiber services in Heber. Dennis asked if they would bring fiber to the plant, and they thought they would. Celeste mentioning, they have been looking into fiber also. Suggesting we should get together to get this.

Motion: to *“Continue this item,”* made by Steve Farrell. **Second** by Don Huggard. **Voting:** all AYES. Motion carries.

Ron recommending, we place urgency that we can't do updates over the current connection.

Dennis will get together with Matt Brower (Heber City Manager), Ron and IT person with Midway City on fiber.

Mark Anderson stating, we cannot charge a franchise tax.

7. **2022 Budget**– Discussion and possible approval. (5 minutes)

Dennis going over adjusting the amounts from the delayed implementation date of April 1, 2022.

Dennis printed copies of the budget for the board.

Steve Farrell asking how we wound up with the Midway Lift Station. Wes Johnson explaining this due to the water to the old Midway plant needing to be pumped up to the line at Mitchie Lane to gravity into the plant at time of HVSSD coming online.

Celeste asking for questions.

Heidi Franco asking if the red numbers were going to change. Yes, these numbers are based on incoming. This is on the 2021 budget. Not the 2022 budget. We will collect the remaining before the end of the year. Further discussion ensued.

Desire is to remove bond expenses and revenue from the budget.

Motion: to *“Continue this item.”* by Don Huggard. Second by Brenda Kozlowski. Discussion Dennis asking for instructions to get the budget the way the board wants it. Voting all AYES. Motion carries.

8. **Consideration of closed session pursuant to Utah Code section 52-4-205**

- ii. (c) Strategy session to discuss the purchase and or sale of real property.

Motion: to *“Go into closed session to discuss real estate transaction and potential legal issue,”* at 5:13 pm by Steve Farrell. **Second** by Brenda Kozlowski. **Voting:** all AYES. Motion carries.

Motion: to *“Go out of closed session,”* at 5:57 pm by Brenda Kozlowski. **Second** by Heidi Franco. **Voting,** all ayes. Motion carries.

DISCUSSION ITEMS:

1. **Manager’s Updates** – Dennis Gunn

Celeste asking if there are any questions. Steve Farrell asking about the moving Josie into the office assistant position. Celeste stating Michele was no longer able to do it and that Dennis had discussed this issue with her and that with her already working for the district this would be ok. Everyone agreed.

2. **Other Business**

3. **Adjourn**

Motion: to adjourn by Brenda Kozlowski. **Second** by Heidi Franco. **Voting:** all AYES. Meeting is adjourned.

COVID-19 Notice: Due to COVID-19 transmission rates, meeting participation via electronic media will be available. If you are interested in participating, please contact Dennis Gunn at 435-901-2257, or email dgunn@hvssd.org or go to hvssd.org to be included in teleconference.

Published on the State Public Notice Website, www.hvssd.org and at the Heber Valley Special Service District Administration Building.

Board Chair: Celeste Johnson

Attest: Dennis M Gunn

