

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT

5455 West Old Highway Road, Mountain Green, Utah

Agenda for Thursday, December 5, 2013

Public Hearing of the 2014 Budget 6:00 PM to 7:00 PM

&

Board of Trustees Meeting at 7:00 PM

I. Welcome, Introductions, Invocation

II. Public Comment Period

III. Business Items

1. Discussion / Decision: Public Hearing to Review the 2014 Budget

- State regulations require the District to have a Public Hearing in December in which the budget for 2014 will be presented for public comment. The hour between 6:00 PM and 7:00 PM is reserved for the Public Hearing, and no formal actions may be taken until the hour is complete and public comments regarding the budget have been expressed. During this one-hour period the Board may discuss the budget items and any other topic agreed to by the Chair, but no formal actions may be taken.
- At the end of the one-hour period, the Board is requested to amend the budget as necessary and approve the detailed budget, the summary budget, and the budget resolution.
- The budget summary and the budget resolution will then be sent to the State Auditor's Office by the end of January
- It is noted that, because the District operates as an 'Enterprise', the Board may amend the budget as necessary in any scheduled Board meeting at a later date, without holding a public meeting
- Robert will present the 2014 Budget now.

2. Discussion / Decision: Proposed 2013 Budget Increases

- The following items identify accounts that exceed the detailed 2013 budget; however, these deficits are offset by other accounts which are underutilized.
- Year To Date expenses are at \$226,592 which is 24% under the \$299,855 that was budgeted. Year End 'Final' expenses should come in around 10% below what was budgeted.
- Main Office & Garage Utilities were budgeted \$4,200 but we are at \$5,469 due to inflation in the rates for all utilities. We should increase the budget to \$5,800.
- Lagoons Air & Chlorine were budgeted for \$2,500 but we are at \$4,352 due to an extra order of Chlorine gas. We should increase the budget to \$4,400
- Lagoons & Control Building, Control Instrumentation & Computers was budgeted for \$5,000 but we are at \$5,218 due to the new computer and monitoring software upgrades. We should increase the budget to \$5,600

- Lagoons Lab Tests were budgeted for \$2,500 but we are at \$2,638 due to additional nutrient tests. We should increase the budget to \$3,100.
 - Auto, Parking & Tolls was budgeted for \$1,200 but we are at \$1,313 due to increased mileage reimbursements for the manager and the operators using their vehicle for all inspections, offsite meetings, lab tests and errands for the District. We should increase the budget to \$1,500.
 - It is noted that the District is considered an 'enterprise' for budgeting purposes, which allows the Board to increase reasonable budget allocations without having a Public Hearing.
 - After reviewing the overage explanations, does the Board concur in these increases to the 2013 detailed Budget?
1. Discussion: New Chairperson for 2014
 - Wendy Eliason has decided to step down from the position as Chair after this meeting and allow the next person to take the reins. Our sincere thanks to Wendy for her service and for the time that this responsibility has required.
 - Mark Devoe, who has been our Vice Chair, has agreed to move into the Chair position starting with the meeting in January 2014.
 2. Discussion/Decision: New Vice Chair for 2014
 - A new Vice Chair needs to be selected to stand in for the Chair when he is not able to attend the meetings. Anyone interested should volunteer.
 - Does the Board agree to the decision for the new Vice Chair?
 3. Discussion: District Operations ~ November has been the month for breakdowns!
 - Saturday, November 16, blower #3 went through several restarts late in the evening then shut down entirely at 12:30 AM and switched operations over to blowers #1 & #2. The technician from SKM came out November 19 and narrowed down the problem to a short in either the connecting wires or the motor winding for blower #3. I scheduled our electrician to come out and troubleshoot it on November 23, but his attention was redirected to our lift pump problem and blower #3 is still down.
 - Wednesday, November 21, the lift pumps started to malfunction and fail at 9:30 AM. A technician from SKM came out and replaced a \$1,400 PCL card in the control room, and got everything back on line. The contacts on the PCL card had burned out.
 - Friday, November 22, the low pressure grinder pump at 6376 Gordon Creek Circle failed and we had to call a technician from Delco to come out and replace it. Luckily we had a spare 110v pump on the shelf he could use so the repair was done in one day. Robert sent the broken 110v pump and another disabled 220v pump in to be refurbished so we can have them both on the shelf for future emergencies. There are three homes in the Highlands equipped with these pumps that are the responsibility of the District and the

refurbished pumps will cost around \$1,500 each plus the labor for the emergency call.

- Saturday, November 23 at 11:30 PM, the lift pumps failed and Robert had to make an emergency run out to the plant. He manually ran the pumps and reset all of the circuitry. By 1:30 AM everything looked normal, so he went home to bed. At 3:00 AM, the alarm system called out again and the pumps had completely shut off. By 3:30 AM the influent was backing up into the headworks and was heading for the streets. All of the automated controls for the lift pumps were out, so Robert stayed and manually operated the pumps until mid-afternoon on Sunday. The SKM technician came out on emergency hours and found the same PCL (\$1,400) card burned out, again. After lengthy troubleshooting, he determined that there was an electrical short coming through the control wires from the headworks. He was able to patch together override wiring to keep us operating until the electrician could get here on Monday.
- Monday, November 25, our electrician verified the short and determined that it was coming from the underground wires so he called in an excavator to trench down to the conduit. They found three sections of conduit that had been damaged during the original installation and had scraped and/or cut into the wire. It had taken five years for the damage to manifest itself and completely severed the connections through oxidation. By end of day Tuesday, all of the bad conduit and wiring had been replaced and everything appears to be operating normally. The electrician will be back out as soon as possible to wrap up any remaining repairs, which include blower #3, and then SKM will come out to put all of the control panels back together. This will be a fairly expensive repair.
- Effluent water continues to measure well within state requirements. November BOD (Biochemical Oxygen Demand), TSS (Total Suspended Solids) and E-Coli bacteria were all at ND (Non-Detectable) levels. This means that the lagoon system is working exceptionally well and removing about 98% of the solids and bacteria by the time the effluent is released into the river.

4. Discussion: District Statistics as of November 30, 2013

- Comparison of the number of Impact Fees received to date.
 - **2013 = 102** Impact Fees (*Woohoo! We broke 100!!*)
 - **2012 = 60** Impact Fees
 - **2011 = 21** Impact Fees

MGSID DISTRICT FINANCIALS AS OF DECEMBER 3, 2013		OPERATIONS CHECKING	EXPANSION MONEY MKT	BANK TOTALS
			\$54,284	\$109,618
PTIF 248 OPERATIONS FUNDS	PTIF 4598 EXPANSION FUNDS	PTIF 4667 EMERGENCY FUNDS	PTIF 4668 REPLACEMENT FUNDS	FUND TOTALS
\$132,967	\$122,592	\$128,404	\$206,953	\$590,916
TOTAL CASH \$754,818				

ERU STATUS

<i>ERUs Billing</i>	ERUs Under Construction	ERUs Connected	ERUs Committed But Not Activated	WILL SERVES Committed
838.5	84	+ 855	+ 320.5	= 1,259.5

TOTAL ERUs CONNECTED LAST SIX MONTHS RUNNING

	JUN 2013	JUL 2012	AUG 2013	SEP 2013	OCT 2013	NOV 2013
CONNECTED	814	828	836	837	846	855
% OF CAPACITY	45.2%	46.0%	46.4%	46.5%	47.0%	47.5%

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

5. Discussion / Decision: Review and approval of November 7, 2013 Minutes.
6. Discussion:
 - o Next meeting is scheduled for the first Thursday, January 2, 2013 at 7:00 PM.

Motion to Adjourn