

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
Tuesday, January 31, 2017 6:00 A.M.

Present: Utility Board

Board Members:	Present	Absent	Excused
Jacob Jessop	X		
Brian Jessop			X
Craig Roundy	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Berklee Holm, Sr.	X		
Patrick Johnson	Telephonic		
Moroni Johnson	X		
Alan Dockstader	X		

Staff Present: Justin Barlow, Weston Barlow, Joseph Allred, Patton Barlow, Brigham Johnson, Philip Barlow, LaVern Fischer, and Michelle L. Chatwin

Public Present: None.

#1 Call to Order

Jacob Jessop called the meeting to order at 6:00 A.M.

#2 Minutes of Previous Meeting

**Berklee Holm moved to approve the minutes of the meeting held December 27, 2016.
Alan Dockstader seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Craig Roundy	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#3 Public Comment

None.

#4 Waiver Requests

Justin Barlow presented two waiver requests. Finney Farm on Canyon Street was asking for a waiver based on their animals. Justin suggested reducing the bill to \$105.60. 225 S Colvin Street asked for a waiver because his usage is lower than a previous occupant. Justin suggested reducing the bill to \$55.20. There were some questions and comments regarding the credit back for past months.

Jacob Jessop moved to approve the waiver requests and issue a credit retroactive 90 days from the date of the waiver request by the customer.

Sterling Jessop seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Craig Roundy	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#5 Reports

Business Manager's Report: Justin Barlow gave the report. He has spent time working on the land purchases. The title company has everything they need from the city, but they're waiting for a few pieces of information from the seller. The money has been transferred into escrow, so once the seller completes their paperwork, it should be completed. Justin met with the drillers, Stewart Brothers, for the new well on Academy Avenue. The project should start next week.

Water Department Superintendent's Report: Brigham Johnson gave the report. He met with some customers regarding some water usage questions. They had two meters on the same lot. The meters had been switched in the system. That has been corrected. Another customer demanded to have his water meter changed out because he felt the one he had was inaccurate. There have been a lot of accounts being changed due to people moving. That has created a lot of work for the field crew.

Wastewater Department Superintendent's Report: Brigham Johnson gave the report. The ponds look really good. The crew has been working on the Academy Avenue well site. The yard out to the lab has been a really muddy mess from the weather, so the crew has been grading and spreading cinders to try to make it better.

Gas Department Superintendent's Report: Weston Barlow gave the report. One of the new trucks has been received. It is a very nice tool. Decals have been received for the propane truck. There was some discussion regarding a penalty billing from Questar that will be refunded by Summit Energy. Weston reported that the GPS radio on the base station failed and will need to be replaced.

Office Manager’s Financial Report: Richard J. Barlow gave the report. The billing clerk, LaVern Fischer, was pulled from the front desk. Cathryn Steed was pulled in from parks to help Michelle L. Chatwin in the front desk. LaVern Fischer and Mary Ellen Johnson are to be back up in case of emergency. Richard went over the financial reports.

#6 Pay Bills

Ralph Johnson moved to pay claims as they become due and funds are available. Jacob Jessop seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Craig Roundy	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#7 Ratification of Business Manager’s Decision to Use Current City Employees Part Time in the Utilities

Justin Barlow went over the decision he had made to use Victor Jessop to help with the SCADA system and other items in the utility departments. He also made the decision to use Patton Barlow to help in the gas department.

Patrick Johnson moved to ratify Justin Barlow’s decisions to use current employees part time in the utility department.

Alan Dockstader seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Craig Roundy	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.		X	
Moroni Johnson			X
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#8 Large Purchases

None.

#9 Closed Executive Session

Moroni Johnson moved to go into executive session to discuss litigation.

Ralph Johnson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Brian Jessop	X		
Craig Roundy	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Berklee Holm Sr.	X		
Moroni Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

Board went into executive session at 7:08 A.M.

Board returned from executive session at 7:45 A.M.

#10 Discussion of Pending or Contemplated Litigation, Claims, and Demands

None.

#11 Other Business

None.

With no other business, meeting adjourned at 7:49 A.M.