

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
Tuesday, February 23, 2016 6:00 A.M.

Present: Utility Board

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

Staff Present: Michelle L. Chatwin, LaVern Fischer, Justin Barlow, Joseph Jessop, Raymond C. Barlow, Weston Barlow, Philip Darger (present, then telephonic), David Darger (telephonic), Brigham Johnson (telephonic), & Victor Jessop (telephonic)

Public Present: Weston Barlow, Jr.; & Zebedee Barlow

#1 Call to Order

Jacob Jessop called the meeting to order at 6:06 A.M.

#2 Minutes of Previous Meeting

**Berklee Holm moved to accept the minutes of the January 26, 2016 meeting.
Craig Roundy 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		
Jozette Barlow	X		

Motion carried.

#3 Public Comment

None.

#4 Waiver Requests

None.

#5 Reports

Business Manager's Report: Justin Barlow gave the report. The Utah legislative session is about half over. The League representative explained that most of the legislative time is spent in committees. Over the next few weeks, the time in session will increase and they will start passing bills. By the next meeting, some information on the pending water bills should be available. Victor Jessop has given a tentative resignation and has been taking a lot of time off. He has been workable during the transition. Justin expressed his appreciation for Victor's help. Included in the packet is a draft copy of the master plan. There are many studies that need to be done. Utility board members are invited to meet with the engineers to address any questions or concerns. A special meeting to address this could be scheduled. The DOJ case is continuing on. The question was raised as to who would replace Victor Jessop. Nap Jessop was suggested. The certifications were discussed. Justin Barlow, Nap Jessop, Weston Barlow, and Leslie Jessop are certified in water, but Justin Barlow and Weston Barlow are the only crew members who are fully certified in wastewater.

Water Department Superintendent's Report: Justin Barlow gave the report. The Jan's Canyon Spring line has had a lot of problem with having air in the line. Some parts will be installed to correct the issue. A lot of brown water has been getting past the treatment plant. Some butterfly valves are being replaced to address that. A sanitary survey is scheduled for March. Both states will come and meet with Twin City Water Works and Hildale City employees. A few reports that have been missing were completed last week.

Wastewater Department Superintendent's Report: Justin Barlow gave the report. The Centennial Park lift station had some problems. Some check valves need to be replaced. A grinder at the sewer plant is sounding noisy.

Gas Department Superintendent's Report: Joseph Jessop gave the report. The propane yard move is ongoing. Some meters have been repaired. The Water Canyon School meter has some troubles. A new one will need to be obtained from the supplier. The gas hedge is mostly gone for winter pricing. The gas hedge is currently about twenty cents higher than the day market. A question was raised as to how the Water Canyon School connection has affected the system. Joseph reported that the biggest draw would be the high school which hasn't been connected yet.

Patrick Johnson arrived (telephonically).

Office Manager Financial Report: Richard Barlow gave the report. He went over the financial report.

#6 Pay Bills

Ralph Johnson moved to pay the due claims as they become due and funds become available.

Jacob Jessop 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		
Patrick Johnson	X		
Moroni Johnson	X		
Jozette Barlow	X		

Motion carried.

#7 Large Purchases

Justin Barlow presented two large purchases. One was for some GIS software. The other was for water meters.

Craig Roundy moved to approve the purchase of GIS software from esri.

Moroni 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		
Patrick Johnson	X		
Moroni Johnson	X		
Jozette Barlow	X		

Motion carried.

Berklee Holm moved to approve the purchase of 72 water meters. Sterling Jessop 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		
Patrick Johnson	X		
Moroni Johnson	X		
Jozette Barlow	X		

Motion carried.

#8 Closed Executive Session

Not needed.

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

Jacob Jessop reported that the judge in the DOJ case fainted during the morning session. He has been too sick to return yet. It will be next week sometime before the last two days will be held.

#10 Other Business

Justin Barlow presented the need to adjust customer billing that are older than three months. Customers were charged incorrectly for propane cylinders.

Moroni Johnson moved to approve the credit to customers who were billed incorrectly for propane cylinders in the amount of \$891.90.

Berklee Holm 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		
Patrick Johnson	X		
Moroni Johnson	X		
Jozette Barlow	X		

Motion carried.

Justin Barlow presented the need to reimburse Jacob Jessop \$100 per day for time spent on the DOJ case. Berklee Holm suggested increasing the amount and pay \$140 an hour for the use of his plane. Moroni Johnson suggested increasing the stipend to \$150 per day.

Moroni Johnson moved to award Jacob Jessop a stipend of \$150 per day for help in the DOJ case plus \$140 an hour for the use of his airplane.

Berklee Holm 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		
Patrick Johnson	X		
Moroni Johnson	X		
Jozette Barlow	X		

Motion carried.

There was some discussion concerning the new utility board member, Jozette Barlow. She was welcomed by the chair. She will continue on in a three year term.

Summary of Board Actions:

Approve Minutes of January 26, 2016 Meeting

Pay Due Claims as they Become Due and Funds Become Available

Approve Purchase of GIS Software from esri

Approve Purchase of 72 Water Meters

Approve Credit of \$891.90 to Customers Billed Incorrectly for Propane Cylinders