

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
Tuesday, March 29, 2016 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	X		
Moroni Johnson			X
Jozette Barlow			X

Staff Present: Michelle L. Chatwin, LaVern Fischer, Justin Barlow, Weston Barlow, Joseph Jessop, Leslie Jessop, Richard J. Barlow (telephonic), Philip N. Darger, & Raymond C. Barlow

Public Present: Weston Barlow, Jr.; Anthony Holm, Ryan Holm, & Terence Cooke

#1 Call to Order

Jacob Jessop called the meeting to order at 6:02 A.M.

#2 Minutes of Previous Meeting

**Sterling Jessop moved to approve the minutes of the February 23, 2016 meeting.
Ralph Johnson 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		
Patrick Johnson	X		

Motion carried.

#3 Public Comment

None.

#4 Waiver Requests

None.

#5 Sewer Rate Recalculation

Justin Barlow presented the suggested sewer rate calculations. Re-evaluations were suggested for 585 South Barlow Street and 385 West Mohave Avenue.

Patrick Johnson moved to approve staff recommended sewer recalculations with noted re-evaluations.

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		
Patrick Johnson	X		

Motion carried.

#6 Reports

Business Manager's Report: Justin Barlow gave the report. He went over some of the legislative updates. Lori Potter from Utah State Surplus came and did an inspection on the surplus items we received. She also helped us with some paperwork questions. In discussing with her some of our needs, she pointed out that UDOT had some items we might be interested in. In February, several employees attended a water conference. Justin Barlow and Nap Jessop met with Division of Drinking Water and went over the Consumer Confidence Report which will go out in our next billing. Justin Barlow and Chief Kevin J. Barlow went to Salt Lake to meet with Kim Dyches regarding the flooding incident last September. Approximately 90 different agencies were here during the incident. Art Barlow applied for a service that had been disconnected for over three months. He complained significantly regarding the meter install fee. He attempted to get a deposit guarantee to avoid paying the deposit, but was unable to. He returned the next day with Sam Fischer who was quite hostile toward the staff. Justin Barlow was attending the water conference and wasn't there at the time. He made contact with Sam Fischer and Art Barlow the following Monday. Due to this incident, Justin Barlow did significant research into our regulations and suggested some changes to be considered later in the meeting. Misty Nicol has purchased three separate lots. One had a water connection at one time. She states that we cannot charge an impact fee because of that. Justin Barlow agrees with that. There are two other lots that she states she paid an impact fee to the UEP of \$3,000 each. These lots have never had a water connection or water meters. Justin Barlow informed her that she would have to pay the impact fee to the city and that the mainline would have to be extended in order to serve these connections. She is going to go back to the UEP regarding the \$3,000 fee she paid to them as they had nothing to do with the city. In the month of September 2015, liquid propane customers were not charged for their usage. In the month of January, late payment penalties were not assessed. There is a separate agenda item on these billing issues.

Water Department Superintendent’s Report: Justin Barlow gave the report. A sanitary survey has been completed with Utah and Arizona. They inspected the treatment plants, each of the well sites, the tanks, and the springs. We did well. There was one screen that had to be installed. That has been corrected and the final reports should be positive. Victor Jessop came in to help finalize those surveys.

Wastewater Department Superintendent’s Report: Justin Barlow gave the report. We are working at the wastewater plant. There’s some maintenance that needs to be done.

Gas Department Superintendent’s Report: A lot of time has been spent on budget adjustments and planning. A lot of maintenance work has been done on the gas yard. The hedge has run out and the gas is now on the day market. A few audits have been scheduled for April.

Office Manager Financial Report: Richard J. Barlow gave the report. He has been working on the budget and audit. He went over the financial report.

#7 Pay Bills

Berklee Holm moved to pay the due claims as they become due and funds become available.

Ralph Johnson 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		
Patrick Johnson	X		

Motion carried.

#8 Water Impact Fee 865 North Juniper

Staff recommended that the impact fee not be charged on this address because this location previously had a connection.

Patrick Johnson moved to not charge an impact fee on 865 North Juniper.

Berklee Holm 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		
Patrick Johnson	X		

Motion carried.

#9 Water Regulations

Justin Barlow presented the needed changes to the water regulations.

Ralph Johnson moved to approve changes to 30.10A, 30.30A, 80.20B and 80.20C in the Water Service Regulations.

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		
Patrick Johnson	X		

Motion carried.

#10 Water Master Plan and Hydrogeological Study

Justin Barlow presented the Water Source Master Planning & Hydrogeological Study for the Colorado City, Arizona and Hildale, Utah Area Prepared by Sunrise Engineering. He suggested the utility board attend a presentation by Sunrise for this plan before accepting this study. He read the executive summary from the study.

#11 Billing Adjustments

Justin went over the needed billing adjustments. The board felt that the September, 2015 billing error was too far in the past.

Jacob Jessop moved to not bill for the September, 2015 billing error.

Patrick Johnson 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		
Patrick Johnson	X		

Motion carried.

**Berklee Holm moved to approve the penalty billing for January, 2016 Billing.
Ralph Johnson 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		
Patrick Johnson	X		

Motion carried.

#12 Large Purchases

Justin Barlow presented the need to purchase a dump truck from state surplus and stated that funds were available in the budget.

**Berklee Holm moved to approve purchase of a dump truck for \$14,000.
Patrick Johnson 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		
Patrick Johnson	X		

Motion carried.

Justin Barlow presented the need to purchase an air compressor for the Centennial Park lift station. It may cost up to \$7,000. These funds are available in the R&R fund.

**Patrick Johnson moved to approve the purchase of an air compressor up to \$7,000.
Ralph Johnson 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		
Patrick Johnson	X		

Motion carried.

Justin Barlow presented the need to replace or rebuild some grinders for the sewer plant and lift station. He suggested purchasing parts from Wet Jet and rebuilding the grinders.

Sterling Jessop moved to approve the purchase of blades and spacers for grinders from Wet Jet.

Patrick Johnson 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
Patrick Johnson	X		

Motion carried.

#13 Closed Executive Session

Justin Barlow suggested going into executive session to discuss water rights issues.

Jacob Jessop moved to go into executive session to discuss water rights issues.

Ralph Johnson 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		
Patrick Johnson	X		

Motion carried.

After a short recess, the utility board and staff went into executive session at 8:08 A.M.

Board returned at 8:30 A.M.

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

Justin gave an update on the DOJ case. Between now and September, there will be several hearings, and then the judge will give his verdict.

#15 Other Business

Jacob Jessop suggested looking at options for filling the water and wastewater superintendent position. There was some discussion regarding this. It was suggested that an item be on the next agenda for this.

With no other business, meeting adjourned at 8:45 A.M.

Summary of Board Actions:

Approve Minutes of February 23, 2016 Meeting

Approve Staff Recommended Sewer Recalculations with Noted Re-evaluations

Pay Due Claims as They Become Due and Funds Become Available

Not Charge Impact Fee for 865 North Juniper

Approve Changes to 30.10A, 30.30A, 80.20B, and 80.20C in the Water Service Regulations

Not Bill for September, 2015 Billing Error

Approve Penalty Billing for January, 2016

Approve Purchase of a Dump Truck for \$14,000

Approve the Purchase of an Air Compressor up to \$7,000

Approve the Purchase of Blades and Spacers for Grinders from Wet Jet

Go Into Executive Session to Discuss Water Rights Issues