

# Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes  
320 East Newel Ave, Hildale Utah  
Tuesday, April 26, 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 J. Fischer, Justin Barlow, Weston Barlow, Richard J. Barlow, Joseph Jessop (telephonic), Heber White, Brigham Johnson, Raymond C. Barlow, David Darger, & Victor Jessop (telephonic)

Public Present: Weston Barlow, Jr. Zebedee Barlow, Daniel Darger, & Lehi Darger

## #1 Call to Order

Jacob Jessop called the meeting to order.

## #2 Minutes of Previous Meeting

Justin Barlow pointed out a needed correction.

**Berklee Holm moved to approve the minutes of the March 29, 2016 meeting.**

**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		
Moroni Johnson	X		
Patrick 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. Richard and he spent a fair amount of time going over the budget. A budget work session needs to be scheduled sometime. David Darger, Dustyn Shaffer, and Justin have been working on the master plans. There have been some suggested changes. Some time was spent on interviewing candidates for the water / wastewater superintendent. Philip Darger resigned which has opened the need for another employee. There have been several applications for sewer which have been addressed on a case by case basis. Two customers have requested a meter upsizing. Quotes have been provided to these customers. They will be charged impact fees.

Water Department Superintendent's Report: Justin Barlow gave the report. The field crew has been spending most of their time flushing out the water system. A lot of work has gone into finding valves and planning how to flush the system without sloshing the water back and forth. We are trying to get this completed before the hot season when water shortages will arise. The sanitary survey returned an assessment with disapproval for the power plant well. Justin has been working with Sunrise to correct this. The correction and approval for the well has to be completed within 120 days. A water treatment engineer was suggested by the sanitary survey.

Wastewater Department Superintendent's Report: Justin Barlow gave the report. The grinder parts have been ordered. Regular maintenance was carried out as usual.

Gas Department Superintendent's Report: Joseph Jessop gave the report telephonically. Utah and Arizona audits were completed this month. There are several things that need to be corrected. Final paperwork has not yet been received. Next winter's hedge has been signed for propane.

Office Manager Financial Report: Richard J. Barlow gave the report. The audit has been completed. Richard attended the State Treasurer's board meeting. Richard went over the financial statements.

## #6 Pay Bills

**Brian Jessop moved to pay the claims as they become due and funds become available.**

**Patrick 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		
Jozette Barlow	X		

Motion carried.

## #7 Appoint Water Department Superintendent

Berklee Holm reported that he, Raymond Barlow, and David Darger served on an interview board. He suggested appointing Brigham Johnson to the position of Water Department Superintendent.

## #8 Appoint Wastewater Department Superintendent

Berklee Holm suggested appointing Brigham Johnson to the position of Water Department Superintendent.

**Brian Jessop moved appoint Brigham Johnson to the positions of Water Department Superintendent and Wastewater Department Superintendent.**

**Jozette Barlow 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		
Jozette Barlow	X		

Motion carried.

## #9 Wastewater Master Plan

Justin presented the pending wastewater master plan. Sunrise has been notified of a few suggestions. He suggested the board members read, review, and return any questions or comments they may have as soon as possible.

**#10 Ratify Business Manager Decision to Advertise for Technician**

**Moroni Johnson moved to ratify business manager decision to advertise for technician.**

**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		
Jozette Barlow	X		

Motion carried.

**#11 Large Purchases**

None.

**#12 Closed Executive Session**

**Berklee Holm moved to go into executive session to discuss water and land issues.**

**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		
Jozette Barlow	X		

Motion carried.

Utility board and staff went into executive session at 7:00 A.M.

Meeting resumed at 8:07 A.M.

**#13 Discussion of Pending or Contemplated Litigation, Claims, and Demands**

None.

**#14 Other Business**

Upcoming meetings were discussed.

**Summary of Board Actions:**

Approve Minutes of March 29, 2016 Meeting

Pay Claims as They Become Due and Funds Become Available

Brigham Johnson to the Positions of Water Department Superintendent and Wastewater  
Department Superintendent

Ratify Business Manager Decision to Advertise for Technician

Go into Executive Session to Discuss Water and Land Issues