

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
August 29, 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	X		
Moroni Johnson		X	
Alan Dockstader	X		

Staff Present: Justin Barlow, Weston Barlow, David Darger, Raymond C. Barlow, Kent Page, Mayor Philip C. Barlow, Mayor Joseph Allred, Andrew Barlow, LaVern J. Fischer, and Michelle L. Chatwin

Monitor: Roger Carter

Public Present: None

#1 Call to Order

Jacob Jessop called the meeting to order at 6:03 A.M.

#2 Minutes of Previous Meeting

A few needed changes were mentioned.

Ralph Johnson moved to accept the minutes for meeting held July 25, 2017 with corrections.

Alan Dockstader seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#3 Public Comment

None.

#4 Consideration of Utility Waiver Requests

None.

#5 Reports

Business Manager's Report: Justin Barlow gave the report. He introduced Roger Carter who addressed the board. He is the city manager of Washington City and has been appointed by the court as monitor over Hildale and Colorado City. He expressed a desire to be of help to the cities.

Justin continued with his report. The Academy Avenue well parts have all been received. They have not yet been installed. Justin has been working with the court appointed engineers who are doing the impact fee study. He announced a court ordered mandatory fair housing training to be held on September 5th at the Colorado City town hall.

Water Department Superintendent's Report: Justin Barlow gave the report. He gave an update on the water treatment plant changes. He attended a weeklong class on backflow assemblies and took a test to become a backflow assembly inspector.

He reported on a meter error that caused flooding to a building. Water damage was done to the property. The insurance company has been contacted. An adjustor is scheduled to come out and inspect the building. The employee who erroneously turned on the incorrect meter was issued a written reprimand as previously trained protocol was not followed.

There was some discussion regarding backflow prevention. David Darger and Joseph Allred gave information regarding city ordinances for backflow prevention. Mayor Philip Barlow asked about when the backflow preventions device testing is required. Justin Barlow gave some information on those requirements.

Wastewater Department Superintendent's Report: Justin Barlow gave the report. A lift station pump failed which caused some trouble for the field staff. A pump was borrowed from St. George city. A new pump will need to be ordered. The vacuum truck ran about 70 loads while they were in the process of trying to get things under control. A new vacuum truck will need to be purchased soon as has been previously discussed.

Gas Department Superintendent's Report: Weston Barlow gave the report. He has been working on audit findings finalization. He has been working on correcting a gas leak that was identified during the leak survey.

Office Manager Financial Report: Richard J. Barlow gave the report. He expressed appreciation for the front desk staff in their effort to explain billing to customers and and meet customer needs. Auditors will be doing their field work the first week of November. He went over loans and debts that are currently owed. He went over the financial reports.

#6 Consideration of Approval to Pay Bills

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

Sterling Jessop seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#7 Large Purchases

Justin presented the needed large purchases including a pump, an inspection camera, and a vacuum truck. The vacuum truck will need to have a public hearing to reopen the budget.

Alan Dockstader moved to authorize purchase of a pump for the lift station up to \$12,500.

Ralph Johnson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

Patrick Johnson moved to authorize purchase of inspection camera up to \$7,600.

Ralph Johnson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

Patrick Johnson moved to recommend to the Hildale City council to have a public hearing to re-open the budget.

Alan Dockstader seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

#8 Closed Executive Session

Jacob Jessop moved to go into executive session including staff and court monitor.

Ralph Johnson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Jacob Jessop	X		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		
Alan Dockstader	X		

Motion carried.

Board went into executive session at 7:35 A.M.

Board returned from executive session at 7:54 A.M.

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

None.

#10 Other Business

Kent Page addressed the board. They are planning to adopt the APWA plans and specifications and are seeking staff and board member input prior to that adoption.

With no other business, meeting was adjourned at 8:02 A.M.

Summary of Board Actions:

Approve Minutes of Meeting Held July 25, 2017

Pay Bills

Lift Station Pump Purchase

Inspection Pump Purchase

Recommend Hildale City Public Hearing to Re-open the Budget

Executive Session