

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
Tuesday, September 26, 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, Raymond C. Barlow, Joseph Allred, Philip Barlow, Patton Barlow, LaVern Fischer, and Michelle L. Chatwin

Monitor: Roger Carter

Public Present:

#1 Call to Order

Jacob Jessop called the meeting to order. Quorum present.

#2 Minutes of Previous Meeting

**Ralph Johnson moved to approve minutes of meeting held August 29, 2017.
Sterling Jessop seconded. Roll call vote:**

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

Motion carried.

#3 Public Comment

None.

#4 Consideration of Utility Waiver Request

Justin Barlow presented the waiver requests. There was a water waiver request for 685 W Field Avenue. The customer had a big leak in his yard and doesn't feel that it is his responsibility to pay for the water that was lost.

**Brian Jessop moved to deny the waiver request for 685 W Field Avenue.
Jacob Jessop seconded. Roll call vote:**

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

Motion carried.

The second waiver request was for 250 North Homestead Street. The customer moved into the home in June. Their first few months of sewer bill seemed high to them. They requested using the last 2 months' history to recalculate the bill. Justin recommended reducing the bill to \$66.40 and credit back 60 days.

Brian Jessop moved to grant the wastewater waiver for 250 North Homestead Street as recommended.

Sterling Jessop seconded. Roll call vote:

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

Motion carried.

The third waiver request was for 35 East Johnson Avenue. The customer moved into the home in April. They are requesting using the last 3 months' history to recalculate the bill. Justin recommended reducing the bill to \$66.40 per month and credit back 90 days.

Brian Jessop moved to grant the wastewater waiver for 35 East Johnson Avenue as recommended.

Ralph Johnson seconded. Roll call vote:

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

Motion carried.

#5 Reports

Business Manager's Report: Justin Barlow gave the report. He has been working with Victor and Andy to finalize the Academy Avenue well. The CDBG funding is covering everything to complete installation of the well. The only thing the water fund had to cover was the electrical hook up.

The DOJ ordered impact fee review is moving forward. They requested data which will be forwarded to them soon. Brent Gardner has been in communication with the UEP to discuss options for water rights. Fair housing and constitutional training as ordered by the DOJ has been completed by most.

Water Department Superintendent's Report: Justin Barlow gave the report. The insurance company is planning to send out an inspector to inspect the flooding incident at the Joe L. Jessop building.

Staff has been working closely with Mohave Community College in the installation of water systems for a new building being built.

A fair amount of work has been done on the water treatment plant.

Wastewater Department Superintendent's Report: Justin Barlow gave the report. The new pump has been working fine. Some repairs are being done on the electrical system at the lift station.

The electrical system at the sewer treatment plant memory was deleted somehow. It is suspected that it was affected by lightening. Staff has been working with the manufacturer to get them reprogrammed.

A public hearing was held to discuss opening the budget to purchase the new vacuum truck.

No applications have been received for the water / wastewater superintendent position. Jacob Jessop suggested expanding the advertising.

Gas Department Superintendent's Report: Weston Barlow gave the report. Gas prices are continuing to rise.

The possible gas leak discussed in the last meeting was addressed. There was no leak. The gas meter must have been picking up something else.

The US Department of Transportation disqualified the propane trucks because the inspector had been disqualified. The company who did the inspection sent a new inspector and the trucks were requalified.

The Arizona audit required a pipe to be removed from service which has been completed. This is the last item from the audit.

Office Manager Financial Report: Richard Barlow gave the report. He has been working on collection of delinquent accounts. He reported on the loan payments progress. Roger Carter gave some suggestions on how some of the loans and bonds currently owed by the city could be refinanced or refunded. He went over the financial reports.

#6 Consideration of Approval to Pay Bills

Ralph Johnson moved to pay 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		
Sterling Jessop Jr.	X		
Ralph Johnson	X		
Patrick Johnson	X		

Motion carried.

#7 Large Purchase Approvals

Justin Barlow presented the needed purchases. The first was for a backhoe. He went over the need for the item and pricing for it. He also went over the financial options he had been exploring for the option.

Jacob Jessop moved to authorize purchase of a backhoe with a 5-year warranty on the full machine for \$86,400.

Patrick Johnson seconded. Roll call vote:

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

Motion carried.

The second large purchase was for a vacuum truck.

Ralph Johnson moved to approve purchase a vacuum truck including a 5-year warranty for \$433,186.

Jacob Jessop seconded. Roll call vote:

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

Motion carried.

#8 Closed Executive Session

Not needed.

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

David Darger reported that in the police department, the cities are under court order for certain things. A merit pay plan was adopted by the city council that involves training, qualifications, etc. A company has been hired to do that research for the cities.

Kent Page, the planning and zoning administrator, resigned.

A development agreement has been recorded on the Paul Black property.

The court ordered that the UEP subdivision be approved. The city has been working with the UEP attorney to get it finalized. It will likely be recorded this week.

#10 Other Business

Justin Barlow clarified that the backhoe purchase must go before the city council. He also mentioned that a cattle rancher stopped by and asked about using the pivot at the sewer plant for his cows. No commitment has been made with him. Justin will be looking into the legal ramifications of the proposition.

Meeting adjourned at 7:46 A.M.

Summary of Board Actions:

Approve Minutes

Deny Waiver for 685 West Field Avenue

Approve Waiver for 250 North Homestead Street

Approve Waiver for 35 East Johnson Avenue

Pay Bills

Approve Backhoe Purchase with Warranty

Approve Vacuum Truck with Warranty