

Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes
320 East Newel Ave, Hildale Utah
Thursday, May 21, 2020, 6:00 P.M.

Present: Utility Board

Board Members:	Present	Absent	Excused
Haven Barlow	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		
Michael Cawley			X

Staff Present: Harrison Johnson, Vance Barlow, Weston Barlow

Court Monitor: Roger Carter

#1. Call to Order

Meeting called to order at 6:00 pm. Roll was taken, quorum present.

#2. Prayer & Pledge of Allegiance

The Board agreed to do without prayer and the pledge of allegiance due to the COVID-19 pandemic.

#3. Public Comment

No public comment.

#4. Approval of Meeting Minutes

The Board unanimously approved the outstanding minutes up to April 21, 2020.

Roll call vote:

Board Members:	Yes	No	Abstain
Haven Barlow	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

#5. Director Report

Harrison presented on the status of accounts billed, the COVID-19 Pandemic Operational Response, the COVID-19 Pandemic Financial and Billing Response, the number of Fiber Network connections, the Compliance Assistance Program, and the Water Project-Rights Discussion concerning the UEP. He answered questions concerning the current water levels in regard to earlier issues with wells and increased demand for water. He went over Revenue and End of Year Finance and Expense Reports.

#6. Review of Draft FY 21 Budget

Harrison presented on a Draft Budget for the Board to consider. He went over a Draft Budgetary Policy Doctrine with points concerning Water Infrastructure Investments, Wastewater Department Infrastructure Investments, and Employee Compensation. Director Black made some clarifications on the matters discussed concerning this item. The Office of Canaan Mountain Water Project was discussed, and the costs and budgeting associated with it for hiring qualified personnel for this project. Harrison went over charges for services the City provides for other organizations, such as Garkane, along with budget and expense items, and Employee salary and benefit data from the ClearGov site located on Hildale City’s Website. He talked about the Water Budget concerning a water revenue analysis for water usage, and on the status of the Sewer Fund and the Gas Budget. He touched on costs for Construction, Penalties and Impact Fees, Expenditures, and funds concerning the Fiber Optics Services Department and the Colorado City Fiber Fund. Harrison clarified and answered comments and questions from the Staff and Board.

#7. Review of Water Infrastructure Investment Policy

Harrison presented on an Internal Funding Policy for the Board to consider and possibly approve to either fund and/or replace 2% of the Departments Water Distribution System Infrastructure per fiscal year.

Nathan Burnham moved to approve the Water Infrastructure Investment Policy set forth by Staff.

JVar Dutson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Haven Barlow	X		
Sterling Jessop, Jr.	X		
Ralph Johnson		X	
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

#8. Consideration and Possible Action on Waiver Requests

Harrison presented on a Waiver Requests for a customer’s account that had a high bill charge for gas usage. The staff asked the Board for direction and for a decision on whether the customer

should be billed or not. The Board and Staff will look over policies and regulations concerning this matter and have a discussion in the next Meeting.

#9. Consideration and Possible Action on Employee Bonus

Harrison presented on the consideration of Employee Bonuses and pointed out the budget and total costs that would be associated with this if it were to be approved. The Board and Staff discussed who and where these bonuses would apply to.

JVar Dutson moved to table this item for one month and put it on the Agenda for the next Meeting.

Ralph Johnson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Haven Barlow	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

#10. Consideration and Possible Action on Emergency Water Operations Policy

Harrison presented on a response to the Water Emergency that was experienced in the month of May in hopes that the Departments can establish a policy that will guide operations when unexpected water supply issues arise. He went over some water percentages that would need to be amended for them to be compliant to water regulations (Water Service Regulations 40.30). There was discussion on who give authorization to make decisions to go into water stages.

Ralph Johnson moved to table this item for a month.

JVar Dutson seconded. Roll call vote:

Board Members:	Yes	No	Abstain
Haven Barlow	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

#11. Consideration and Possible Action on Recommended Late Charge Ordinance Revision and Clarifications

This item was tabled to be discussed in another Meeting when the Board can review it in more detail.

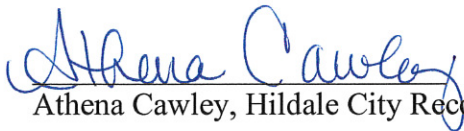
#12. Review of Draft Water Master Plan

Harrison went over the draft for the Culinary Water Master Plan which consists of different water analysis, systems, treatments, improvements, and requirements.

#13. Adjournment

With no other business, meeting adjourned at approximately 9:45 pm. Next meeting is scheduled for June 25, 2020 at 6:00 pm.

Minutes were approved at the meeting on September 24, 2020.


Athena Cawley, Hildale City Recorder


Rosie White, Colorado City Town Clerk



Summary of Board Actions:

Approval of Meeting Minutes

Approval of the Water Infrastructure Investment Policy set forth by Staff

Item tabled for Employee Bonuses

Item tables for Emergency Water Operations Policy