

# Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes  
320 East Newel Ave, Hildale Utah  
Tuesday, June 25, 2019 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 (by phone)		
JVar Dutson	X		
Stacy Seay	X		
Michael Cawley	X		

Staff Present: Harrison Johnson, Weston Barlow, Nathan Fischer, Ralph Johnson Jr., Vincen Barlow, Mariah La Corti

Public Present: Maha Layton

### #1 Call to Order

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

### #2 Prayer and Pledge of Allegiance

Haven Barlow offered a prayer and the crowd joined in the pledge of allegiance.

### #3 Approval of Minutes from June 6, 2019 Meeting

**JVar Dutson moved to approve the minutes of the June 6, 2019 meeting.**

**Haven Barlow 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		
Michael Cawley	X		

Motion carried.

### #4 Public Comment

None

### #5 Consideration of Utility Waiver Requests

The customer at 220 West Arizona Avenue had a water leak during January 2019, this is a fairly standard request. Staff recommends approval of the request, excluding January's usage from the calculations.

**JVar Dutson moved to approve the staff recommendation.**

**Michael Cawley 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		
Michael Cawley	X		

Motion carried.

### #6 Director Report

Harrison Johnson presented. He updated the board on how UEP evictions have affected utility accounts, Division of Drinking Water grant application and water remediation plan, the outcome of the wire fraud from last month, and fiber department.

### #7 Financial Report

Harrison Johnson presented. Revenues and expenditures with comparison to budget and invoice register were provided for board review. The Utility Department is in a good position financially.

### #8 Consideration of Approval to Pay Bills

**JVar Dutson moved to pay the bills as they become due and the funds become available.**

**Michael Cawley 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		
Michael Cawley	X		

Motion carried.

**#11 Consideration and Possible Action on Final 2020 Budget**

Chairman moved this item to be discussion prior to #9.

Harrison Johnson presented. He walked the board through a few adjustments that were made including attorney salary, benefits, and transfers to joint admin fund. There was lengthy discussion on the projected budgetary shortfall due to evictions, and Utah State Retirement.

**Jason Black moved to approve the FY2020 budget and recommend it to the City Councils.**

**Haven Barlow 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		
Michael Cawley	X		

Motion carried.

**#9 Consideration and Possible Action on Large Purchase**

Weston Barlow presented. This is a request for purchase of a Hexcoder Pro GPS, a direct current voltage gradient and close interval potential survey instrument with integrated GPS.

It is anticipated that once the repairs are made there will be no maintenance costs and the equipment will save on man hours.

**JVar Dutson moved to approve the large purchase from Brown Corrosion Services, Inc.**

**Michael Cawley 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		
Michael Cawley	X		

Motion carried.

**#10 Consideration and Possible Action on FY2019 Retirement Bonus**

Harrison Johnson presented. The Department is looking to post a year end retirement bonus in the amount of \$2,000 per employee, through the transfer of salaries of permanent employees to

benefits. This would be processed through payroll and will be taxable income, it would be the responsibility of the employee to place this into a retirement account, if desired. Michael asked that years of service be taken into account when calculating bonuses. Harrison indicated that that and performance will be considered for next year after researching the state laws more thoroughly.

**JVar Dutson moved to approve the \$18,000 FY2019 retirement bonus.  
Jason Black 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		
Michael Cawley	X		

Motion carried.

**#12 Consideration and Possible Action on Temporary Labor and Budget Adjustment**  
Harrison Johnson presented. The Department is looking to hire three temporary laborers to complete the leak survey in Colorado City to make the July 29<sup>th</sup> deadline for completion. The intent is to hire for approximately 240 man hours total at a rate of \$12.00 an hour.

**JVar Dutson moved to approve the temporary labor and budget adjustment.  
Stacy Seay 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		
Michael Cawley	X		

Motion carried.

**#13 Consideration and Possible Action on Interfund Transfer to Fiber Department**  
Harrison Johnson presented. The Department would like the Utility Board to schedule an interfund transfer of \$10,000 from the Gas Department to the Fiber Department to establish a central office and allow for easy switch of fiber networks. The Department will provide hardware infrastructure for internet service providers. Both Hildale and Colorado City councils will need to approve this. Board members briefly discussed the benefits and disadvantages.

**JVar Dutson moved to approve the transfer to the fiber department.**

**Jason 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		
Michael Cawley	X		

Motion carried.

**#14 Review of Expedited Payment Invoice Requests Policy**

In light of the security breach from last month, a policy has been created for processing of expedited invoice requests. The policy was put before the Board for review, and they unanimously agreed that it should be put into effect.

**#15 Review Scope of Work for Bowen Collins and Associates and SRF Application**

Bowen Collins and Associates provided a scope of services to provide a feasibility study for the development of a new groundwater source in the Navajo Sandstone aquifer. Board members were provided with a copy of such.

**#16 Discussion on Guarantee of Water Availability**

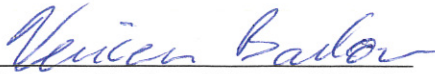
JVar Dutson presented. The Washington County School District approached him requesting a guarantee of water availability to sustain their expansion plans. Jason pointed out that this has been discussed previously. Harrison explained that, based on the water impact study, there is not a shortage of water and water availability should not be an issue. Possible use of irrigation water was briefly discussed.

**#17 Adjournment**

In closing, Arvin expressed his appreciation to the Board and staff for their dedication and hard work.

With no other business, meeting adjourned at 8:20 pm.

Minutes were approved at the meeting on July 25, 2019.

  
Vincen Barlow, Hildale City Recorder

  
Vance Barlow, Colorado City Town Clerk

**Summary of Board Actions:**

**Approval of Minutes of Previous Meetings**

**Approval of Wastewater Waiver**

**Approval to Pay Bills**

**Approval of the FY 2020 Budget and recommend it to the City Councils**

**Approval of Purchase of Hexcorder Pro GPS**

**Approval of FY2019 Retirement Bonus**

**Approval of Transfer to Fiber Department**