

**MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT**  
5455 West Old Highway Road, Mountain Green, Utah 84050

**Minutes of the Board of Trustees Meeting**

Wednesday, January 4, 2023 6:00 P.M.

APPROVED

**Board Members Present:** Chairman Coutts, Zane Gray, Nathan Hill, and Larry Nance, member Nielsen **Employees Present:** Jeremy Sorensen (Manager) **Guests Present:** Jared Anderson, Marcus Keller, Kerry Gibson

**A. Call to Order:** Chairman Coutts welcomed everyone present then called the January 4, 2023 board meeting to order.

**B. Prayer:** Zane Gray

**C. Approval of Agenda:**

*Chairman Coutts made a motion to include committee assignments under item 2 of the agenda. Seconded by member Gray. All in favor. Motion passed.*

**D. Declaration of Conflicts of interest:** None.

**E. Approval of Minutes:**

*Member Nance made a motion to approve the minutes with amendments. Member Nance asked that page numbers be included next time. Member Hill seconded. All in favor. Motion passed.*

**F. Public Comment:** None.

## **Agenda Items**

### **1) Elections**

There were no candidates for the election process and according to Utah code a board member can be appointed by other board members.

*Member Gray made a motion to appoint Taylor Nielsen to fill the expired trustee position on the sewer district board. Member Nance seconded the motion. All in favor. Motion passed.*

### **2) Chairman and Vice Chairman Elections.**

Member Nance nominated Chair Coutts for another term as Chairman.

***Member Gray made a motion to close nominations and appoint member Coutts as Chairman. Member Nance seconded. All in favor. Motion passed.***

Member Hill nominated member Nance to continue as Vice Chair. Member Coutts seconded.

***Member Hill made a motion to close nominations and appoint Member Nance as Vice Chair of the board. Member Coutts seconded. All in favor. Motion passed.***

### **3) Committee Membership**

Chairman Coutts presented the current committee membership and gave members of the board an opportunity to request changes to those committees. No requests were made.

***Member Nance motioned to keep committee assignments and leadership as currently instated. Member Hill seconded. All in favor. Motion passed.***

### **4) Facilities Committee**

Marcus Keller updated the board on the availability of additional funds. The application for additional funds was submitted to the CIB. It is on the CIB agenda for February 2nd. Mr. Keller asked the board to bump the usual meeting from the 1st Wednesday of the month to the second Wednesday so that a resolution can be adopted following the meeting with the CIB on the 2nd. There was some discussion about when the bid opening would occur and how that would affect things. It was decided to add the parameters resolution to the February 1st Meeting and hold an additional meeting, if needed, to discuss the decision of the CIB on the 8th.

The Pre-bid meeting is scheduled on January 24 and the bid opening is February 21st.

All payments up to date are being made out of ARPA funds. There was some discussion about whether other accounts need to be repaid from ARPA money. Manager Sorensen will add a spreadsheet to the internal audit that will keep track of the expansion payments

Kerry Gibson reported to the board that there are possibly additional ARPA funds coming available in the next legislative session.

The bore for the Canyon View Lift Station is scheduled to begin mid January.

Manager Sorensen presented a will serve request for 24 units in Ponderosa Phase 2, being developed by Doug Durbano. Scheduled to be built by the end of 2023.

***Member Nance made a motion to approve Ponderosa Phase 2 for 24 units, pending confirmation that any additional lots will not require ERUs. Member Hill seconded. All in favor. Motion passed.***

Manager Sorensen requested that the board put out an RFP(request for proposal) and update the sanitary sewer ordinance, including the section on low-pressure sewer systems. Chairman

Coutts suggested that it could also include the sanitary sewer management plan. Manager Sorensen asked member Nielsen to help with the RFP. Member Nielsen said that the minimum cost of the RFP could be about \$5,000.

***Member Hill made a motion to send out an RFP for the Sanitary Sewer Management Plan and Sanitary Sewer Ordinance. Member Nielsen seconded. All in favor. Motion passed.***

#### **5) Fee Working Group**

Still waiting on the Costs associated with Plant Construction.

#### **6) Executive Committee**

Chairman Coutts presented a hybrid solution for going to a paperless billing system. There would be a yearly paper bill sent out, giving customers 4 options. 1. Pay the bill in full. 2. Get a monthly bill via email. 3. Pay a quarterly bill which will be sent out via email. 4. Get a paper reminder either monthly or quarterly for an additional \$2.

***Member Hill made a motion to go with the hybrid option for the billing system as proposed. Member Gray seconded. All in favor. Motion passed.***

#### **7) Closed Session**

None.

#### **8) Board New Business**

The Board members were reminded of book keeping items that the office needs completed:

1 Sign a conflict-of-interest statement.

2 Annual Training – (Board Training, Open Public Meetings Training)

Annual Audit was discussed to keep current auditors

Draft Asset Management Plan expected in February

Discussion was held on succession planning

Highlands water company requested MGSID to look into Johnson's property and the potential of damage that could affect the sewer line due to a permit for mining a stream bed. Highlands water company presented a repair bill to protect their water line and asked if the sewer district wanted to participate. Manager Sorensen and Jared Anderson to look into it further.

**9) Motion to Adjourn** made by Member Gray. Seconded by member Nielsen. All in favor. Meeting adjourned at 7:31pm.