

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT
5455 West Old Highway Road, Mountain Green, Utah 84050
Minutes of the Board of Trustees Meeting
Wednesday, July 5, 2023 6:00 P.M.
APPROVED 2023-08-02

Board Members Present: Chairman Coutts, Zane Gray, Nathan Hill, Taylor Nielsen and Louise Earley. **Employees Present:** Jeremy Sorensen (Manager) **Guests Present:** Jared Anderson, Cami Moss

A. Call to Order: Chairman Coutts welcomed everyone present (Member Nielson was absent) then called the July 5, 2023 board meeting and public hearing to order at 6:01 pm.

B. Prayer: Member Hill

C. Approval of Agenda: No changes

D. Declaration of Conflicts of interest: None.

E. Approval of Minutes:

A motion was made to approve the June 7, 2023 minutes as presented

Motion - Hill

2nd - Gray

<i>Chairman Coutts</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____
<i>Member Gray</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____
<i>Member Hill</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____
<i>Member Nielsen</i>	<i>Yay</i> _____	<i>Nay</i> _____ <i>Absent</i> <u> X </u>
<i>Member Earley</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____

F. Public Comment:

None

Agenda Items

1) Audit - Cami Moss of Child, Richards, and Associates

Cami Moss presented the yearly independent audit findings for 2022. Ms. Moss did not report any major problems, but gave the board feedback about a couple of things that needed to be corrected or that could be improved. It was suggested that member Hill will review credit card transactions and that member Gray will review the manager and employee time cards.

A motion was made to table the approval until confirmation from Child Richards and Associates that the 2022 audit is final and all documents are included.

Motion - Gray

2nd - Hill

<i>Chairman Coutts</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____
<i>Member Gray</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____
<i>Member Hill</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____
<i>Member Nielsen</i>	<i>Yay</i> <u> x </u>	<i>Nay</i> _____

Member Earley Yay x Nay _____

2) Facilities Committee

Jared Anderson updated the board on the progress of the plant expansion. To date, all milestones have been accomplished. There was some discussion about the timeline of change orders. Chairman Coutts asked Jared Anderson to submit each month so as to be available for the board meeting a report stating major activity/milestones in the project that have been completed, major activities/milestones that are upcoming, and any complications.

SKM has received the SCADA contract and will begin work.

A fee working group is being planned for August 16th and a recommendation will be forthcoming from Sunrise concerning the suggested fee for WPR.

Manager Sorensen will follow up with Mark Anderson about the fee draft resolution. There was some discussion about the necessity of the resolution.

Manager Sorensen presented a discussion about pre-paid impact fees. About 15 years ago some impact fees were paid to the district in advance by developers in order to give the district some capital. The developers would then be reimbursed by the district when the impact fee was paid by the homeowner. After some discussion, member Coutts asked for documentation about which developers were involved, what was the total amount paid by each developer, what was the impact fee amount that they paid at the time, and what funds have been reimbursed to the developers over the years. Manager Sorensen said that he will look for this documentation and get details for the board. Member Nielsen asked to set up a time with Manager Sorensen so they could discuss issues associated with this before he moves forward.

The manager sent out letters to update individuals holding will serves that standby fees that are due. Mr. Johnson referred to a contract he has with the district and claims that he does not owe any standby fees. The Manager's recommendation is to cancel his will serve, but there are some issues surrounding the agreement with Mr. Johnson. Member Nielsen will follow up with Manager Sorensen.

3) Executive Committee

Members Gray and Earley had some recommended changes to the employee handbook, including the manager/employee timecard review. They will recommend changes to the board for approval next month.

Member Coutts presented a resolution for the board's approval, authorizing Chairman Coutts, Manager Sorensen, and clerk Boudrero as approved signatures for the district's Utah PTIF accounts. This is necessary in order to replace member Nance who was on the resolution prior to leaving the board.

A motion was made to approve resolution 2023-07-12 authorizing the Chairman Coutts, Manager Sorensen, and Clerk Boudrero as authorized individuals on the Utah PTIF accounts.

Motion - Nielsen

2nd - Earley

<i>Chairman Coutts</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Gray</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Hill</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Nielsen</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Earley</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____

There was some discussion about board member training.

4) Board New Business

Member Gray will give a recommendation about whether time card review will be every 2 weeks or monthly.

5) Adjourn

A motion was made to adjourn the July 12, 2023 Board of Trustee's meeting at 7:44pm

Motion - Hill

2nd - Nielsen

<i>Chairman Coutts</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Gray</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Hill</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Nielsen</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____
<i>Member Earley</i>	<i>Yay</i> <u> <i>x</i> </u>	<i>Nay</i> _____