

MOUNTAIN GREEN SEWER IMPROVEMENT DISTRICT

5455 West Old Highway Road, Mountain Green, Utah

Minutes of the Board of Trustees Wednesday, November 1, 2023, 6:00 PM APPROVED 12-6-2023

Board members present: Chairman Coutts, Zane Gray, Nathan Hill, Louise Earley, Taylor Nielsen (late)

Employees present: Manager Sorensen, Brittany Wayman

Guests present: Jared Anderson, Kerry Gibson, Russell Willardson

A. Call to Order: Chairman Coutts called the meeting to order at 6:01

B. Prayer: Member Hill

C. Agenda: Manager Sorensen requested Kerry Gibson to give a report near the end in person.

D. Declaration of Conflict of Interest: None

E. Approval of Minutes:

A motion was made to approve the October 4, 2023 minutes as presented

Motion - Member Earley

2nd – Member Hill

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			
<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>			<i>X</i>	
<i>Member Earley</i>	<i>X</i>			

Motion passed.

F. Public Comment Period: None

AGENDA

1. Annexation

i. Annexation documents- Manager Sorensen put the documents on the MGSID website for customers to access. Discussion about procedures needed for annexation applications.

ii. Annexation Resolution- Manager Sorensen reviewed minutes and found that Martindale's 3 neighbors also requested annexation back in 2020. Discussion about physicality vs. payment in after board annexation approval.

A motion was made to approve Resolution 2023-10.1

Motion - Member Hill

2nd – Member Earley

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			
<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>			<i>X</i>	
<i>Member Earley</i>	<i>X</i>			

Motion passed

2. Finance Committee

i. Monthly Audits- Member Hill gave update on bank accounts. Bank will not charge service fee for being in the negative. Manager Sorensen explained why \$100k refund to Roam. One check went with only 1 signature. Member Hill commented that bond money is moving quicker through the processes.

ii. Financial Statements- Manager Sorensen gave an update on 2023 budget, including where we are expecting income, including taxes. Chairman Coutts asked board members when they would prefer the board packet delivered. Most preferred the Thursday before the meeting. Member Hill commented that we are at 72% of budget spent and 75% through the year.

3. Facilities Committee

i. Plant Expansion

I. Progress, RFIs and materials, schedule and cost scheduled vs actuals, and Challenges (Monthly Update) – Jared Anderson gave update on building projections. They are coming in slightly under budget and on schedule. Chairman Coutts commented that we are 6 months in to a 2-year project and as far as budget and work goes, we are on the right path.

II. Project payments and Change Orders- Jared Anderson gave update of payments and a couple change orders that were needed.

1. Payment #6 - \$1,175,074.24

2. Change order #2 - \$5,366

3. Change Order #7 – Not Approved yet by Engineers

A motion was made to approve pay app #6 and change order #2.

Motion – Member Earley

2nd – Member Hill

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			
<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>			<i>X</i>	
<i>Member Earley</i>	<i>x</i>			

Motion Passed

III. Update - Highlands Water Company loop- Jared Anderson gave update. The current plan is to not do a loop. We will use the existing connection and update it. Sunrise will work on a response to HWC.

IV. Update RMP request temp power and transformer- Manager Sorensen gave update on working with RMP. Should have temporary power by Christmas to stop full time use of generators down on site. Transformer is a year out for plant permanent power.

ii. Canyon View Lift Station - Sunrise-

I. Update-Waiting on county building inspector. They turned in copy of calculations to county last week.

4. Fee Working Group

i. SnowBasin Update – Sunrise- Chairman Coutts updated that Snowbasin is not expecting connections until 2026.

5. Manager Discussion

i. Impact Fee Discussions- Manager Sorensen gave update on whether we followed procedures for impact fee notification. After discussion with attorneys etc. and retrieving documentation, statutory requirements were followed correctly.

ii. 2024 Budget

I. Member Hill asked if paying back the bond was included in the 2024 budget. Manager Sorensen will look into it and add it to the budget, as well as confirm we need to start paying only interest back in May of 2024.

A motion was made to adopt tentative budget as presented

Motion - Member Hill

2nd – Member Earley

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>x</i>			
<i>Vice Chair Hill</i>	<i>x</i>			
<i>Member Gray</i>				<i>x</i>
<i>Member Nielsen</i>			<i>x</i>	
<i>Member Earley</i>	<i>x</i>			

Motion passed.

A motion was made to schedule a public hearing and meeting for the 2024 annual budget on December 6th at 7:30pm

Motion - Member Gray

2nd –Member Hill

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			
<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>			<i>X</i>	
<i>Member Earley</i>	<i>X</i>			

Motion passed.

iii. Poll cleanup request- Val Poll worried about weather delaying the cleanup. Will continue to keep us updated.

iv. Online Payment Solution- Manager Sorensen presented different ideas that have been researched to receive online payments. After doing this research and reviewing costs, it is recommended that we going with Heartland who is affiliated with our local bank.

A motion was made to authorize Manager Sorensen to hire Heartland and sign documents accordingly.

Motion - Member Earley

2nd – Member Hill

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			
<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>	<i>X</i>			
<i>Member Earley</i>	<i>X</i>			

Motion passed

6. Executive Committee – No topics

7. Closed Session to discuss pending litigation, property purchase or personnel- None

8. Board New Business- Member Earley stated that she and Member Gray agreed on Christmas bonuses for the employees. \$500 for Janet, Nate and Jeremy, and \$300 for Brittany and River. For wage increase- 3.2% cola increase as per recommended by SS.

A motion was made to approve wage and bonus increase as presented.

Motion- Member Earley

2nd- Member Gray

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			

<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>	<i>X</i>			
<i>Member Earley</i>	<i>X</i>			

Motion Passed.

Member Nielsen updated board on wanting to renew the contract with Kerry Gibson. Lincoln Hill is a partner. It was explained the difference between Lincoln Hill and Kerry Gibson. Much discussion about contract needs. 5 years vs. 16 months. Kerry will send an email with a sales pitch to Jeremy. It was agreed upon that the board would allow manager Sorensen to review and sign the agreement with the board review and ratification at the next month.

9. Motion to Adjourn

A motion was made to adjourn at 7:23 pm

Motion - Member Nielsen

2nd – Member Hill

	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
<i>Chairman Coutts</i>	<i>X</i>			
<i>Vice Chair Hill</i>	<i>X</i>			
<i>Member Gray</i>	<i>X</i>			
<i>Member Nielsen</i>	<i>X</i>			
<i>Member Earley</i>	<i>X</i>			

Motion passed.

Meeting Adjourned at 7:24 pm.