

**POWDER MOUNTAIN WATER and SEWER IMPROVEMENT DISTRICT  
PUBLIC MEETING April 16, 2019  
MEETING MINUTES**

**MINUTES OF THE PUBLIC MEETING OF THE POWDER MOUNTAIN WATER AND SEWER IMPROVEMENT DISTRICT held on March 26 at 3:00 PM at the District Office Suite 150, located at 298 24<sup>th</sup> St. Washington Blvd., Ogden, Utah 84401.**

***Trustees Present:***

James H. Harvey, Chair  
Trustee Bob Behrendt (VIA PHONE)  
Trustee Mark Schroetel (VIA PHONE)  
Trustee Mike Moyal  
Trustee Ronald Wilson (VIA PHONE)

***Public:***

Don Guerra  
Chuck Palmer  
Michelle Drago

***Staff Present:***

Roy Watts, District Manager  
Carrie Zenger, District Clerk  
Blake Hamilton-Attorney  
Mark Miller-District Engineer

**A. Welcome** – James H. Harvey, Chair

**B. Public Comment**  
**None**

**C. Consent Items**

- 1) Request for approval of District bills to be paid.
  - Warrants #455-472 in the amount of \$ 10,671.65

**Trustee Wilson moved to approve consent items 1; Trustee Behrendt second with all voting "aye".**

**D. District Financials**

Chuck Palmer with Christensen, Palmer and Ambrose, our CPA Firm, reviewed the 2018 financials and stated that he was searching for \$26,000 in the undeposited funds account which is a result of the switching of QuickBooks from online to desktop and back. Some of the deposits were showing double. There are no shows of impropriety. He will have the financials ready for the May Board Meeting. Chuck stated that is only an agreed upon procedure and not an audit.

**E. Resolution 2019-06 Source Reduction Plan**

Mark Miller presented a final copy of the Source Reduction Plan to be presented to the State. It shows a request for a reduction down to 400 gpm. vs. 800 gpm. Mark suggest that Roy review and the documents and Mark will then submit to the State.

**Trustee Behrendt moved to approve the Resolution 2019-06 Source Reduction as presented by Mark Miller and/or endorsed by Roy Watts; Trustee Wilson second with all voting "aye".**



**Roll Call:**

**Trustee Schroetel-aye**

**Trustee Wilson-aye**

**Trustee Moyal-aye**

**Trustee Behrendt-aye**

**Trustee Harvey-aye**

**F. *Bobcat and Overlook Phase 2***

Mark has reviewed the subdivisions and has spoke to Ryan Cathy and the County for approval. Mark presented the State requirements checklist and reviewed them with the Board. There are two items to address for approval from the State. Source Reduction and the second water source which is Bloomington Well. These are the conditions of approval and will need to be met.

**G. *Status of amended Standards and Specifications***

Mark is still reviewing and have made some adjustments. They will be ready for approval for the May Board Meeting.

**H. *New Well***

The District has not taken possession of Hidden Lake which means we have no water source. Until Cobabe Well is functional we cannot submit to the State. Zim Industries has completed items through 25 of the contracts. There is no extension that we have on record. The District may be asking for liquidated damages. There are five items of the contract that Zim is required to finish. Mark is waiting for the well to be finished before he can proceed with the drawing of the pumphouse.

**I. *Aspen Ridge***

Mike submitted his plans to Mark. Mark is stating he will need to verify the easement down the property lines. Mark needs the information from the State so he can respond. There is one item of concern which is the Source Reduction and the completion of the well. Approval after the items of concern are complete.

**J. *Sewer System***

Sewer lagoon were topped with snow melt. There was a plug on the overflow in pond one, The District purchased a pump. Roy is concerned that there may be some sump pumps being used illegally in the Sheep Creek Subdivision. Trustee Behrendt would like to send out a letter stating there may be a fine if there is continued use.

**K. *Water System***

Water Source Protection plan was reviewed. Mark stated there will be some restrictions. Don Guerra was handed a copy of the plan for review. Sundown Lodge has a leak. Mark will help with our GPS system. There was another leak in Powder West Subdivision. We had lost approximately 200,000 gallons out of the tank and washed out part of the road. Caused from a frozen waterline. Mark Miller suggested automation on our pressure regulators for SCADA on them.

**L. *Bloomington Well Pumphouse***

Mark Miller reviewed the information discussed in the meeting with Summit. Mark suggested some revisions of their plans for potential savings.

**M. *American Waterworks Meeting/Vulnerability Assessment***

The Board is concerned that the District is pay for a full time IT Representative. Roy reviewed the information received from the training he received regarding the vulnerability of Entities and their systems for potential hacking. It is required by the State to have a vulnerability assessment done. Homeland Security will assess the District's system and our internal computer system to make sure we are within the requirements and are not at any risk.

**N. *Recommendation for settlement of stand by fees on Bobcat and Overlook and proceed with current Capacity Assessment Letter of 66 lots.***

The District is recommending that they settle with Summit on the Standby Fees for Bobcat Ridge and Overlook for a balance of \$68,603.10 for 66 connection instead of the original 110. Summit has agreed to this proposal and will sign an agreement stating they will move forward with paying the monthly fees for 66 connections and the balance of \$68,603.10. The Developmental Procedure will be revised and presented at the May Board Meeting. Trustee Behrendt would like to impose additional terms for collection in the future for nonpayment of stand by fees. Trustee Wilson would like terms implemented for the designated service area and the agreement for 30 sewer connections resolved at this time. Terms for payment of the \$68,603.10 and documents signed by May 1, 2019. Trustee Harvey stated that if payment is not met on time then there will be consequences. The 30-sewer connection agreement was reviewed and needs to be signed.

Trustee Wilson moved to review the agreement and have it signed by the end of the meeting; Trustee Behrendt recommended an addition to the motion that the Chair and District Manager review the changes to the agreement before signatures; Trustee Wilson second the amended motion with all voting "aye". Trustee Moyal and Trustee Schroetel abstain from voting

**O. *Grievance Board***

Trustee Wilson and Trustee Moyal volunteered to participate as the District's Grievance Board.

**F. *Report on District's Financials* – Carrie Zenger**

The District's financials including Budget vs. Actuals, Check register and the balances of bank accounts were reviewed.

**F. *Motion was made to adjourn the public meeting for a closed strategy session to discuss the acquisition of real property, including any form of water right, and any pending or reasonably imminent litigation.***


**G. *Public Meeting Reconvened***

Motion to reconvene public meeting

**H. *Adjourn***

**Trustee Moyal moved to adjourn meeting at 5:20 PM**



  
Board Chairman

21 May 2019  
Date