

**POWDER MOUNTAIN WATER and SEWER IMPROVEMENT DISTRICT  
PUBLIC MEETING February 26, 2019  
MEETING MINUTES**

**MINUTES OF THE PUBLIC MEETING OF THE POWDER MOUNTAIN WATER AND SEWER IMPROVEMENT DISTRICT held on () 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  
Trustee Mark Schroetel  
Trustee Mike Moyal  
Trustee Ronald Wilson

***Public:***

Don Guerra

***Staff Present:***

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

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

**B. Public Comment**  
**No Public Present**

**C. Consent Items**

- 1) Request for approval of District bills to be paid.
  - Warrants #476-503 in the amount of \$ 491,856.10.
- 2) Request for approval of the minutes for the meeting held on September 18, 2018.

**Trustee Behrendt requested to modify the warrants amount to \$467,948.06 to reflect an ongoing evaluation of appropriateness of CRS Engineers charges specifically invoices that have been identified on the warrant's breakdown. The intent is to provide additional administrative oversight review and cost containment for CRS charges and to ensure the charges on the invoices were for services that were provided, and quality service provided.**

**Trustee Moyal moved to approve the consent items as modified; Trustee Wilson second with all voting "aye".**

- D. Feasibility and Developmental Procedures:** Ronda Kippen reviewed the process of Weber County for the issuance of a Subdivision Development permit. There are three procedures:
- Feasibility-First step, Yes, it is feasible to service the developer. (Developer bringing in their own water). Goes before the Commission for approval.
  - Capacity Assessment-This document was originally requested by the State of Utah. The State no longer needs this letter, but the County still requests it.



- Construct Permits-This is an extension of the waterline. County will not sign off until the District has approved.
- PRUD's require a Will Serve Letter
- Final letter stating the impact fees have been paid
- Final Approval for Occupancy

Ronda suggests that the District put a deadline for the Developer to conform to our requirements. Ronda has added the Trustees on Miradi. The County will finalize their procedure and forward a form that will be required before permit issued.

- E. *Summit:*** Don Guerra is requesting a Capacity Letter for Phase 2, Bobcat and Overlook Subdivision. Trustee Behrendt reviewed the process that has taken place to date. He has suggested that there are some commitments that need to be made by Summit to continue.
- Cache County Mitigation, finalize the process
  - Additional reviews on compliance relevance to the Annexation and Development Agreement signed in 2016.
  - No side bar agreements
  - Time frame needed to comply with the Capacity Assessment.

**Trustee Behrendt moved to authorize staff to analyze and issue a Capacity Assessment Letter for SMHG, review the existing documentation, Developmental and Annexation Agreement insuring that compliance issues have been met and a timeline has been set and agreed upon with additional compliance issues mentioned (see above) and accomplished in parallel with the signing and issuance of the Capacity Assessment Letter, the letters will be signed by the Chairman of the Board with the District Manager will to his satisfaction identify protective provisions for insuring the fee schedule developer bringing infrastructure vs. developer who does not; Trustee Wilson second with all voting "aye"**

**Trustee Moyal and Trustee Schroetel recuse from voting.**

- F. *Sewer System:*** The sewer system has been analyzed by Paul Krauth to determine the life cycle of the ponds, and assistance with the SCADA system. He will be assisting us with the Sewer Management Plan update.
- G. *Water System:*** There have been some frozen pipes in the Summit area. The District rented a heater to try and thaw the lines. We are not aware of the cause, but it may have been lines may be shallow. The District will need to pothole the mains and check depths this summer. District would like to add bleeder valves. District may need to cut through the road and check mains and add foam to help insulate the lines. Lines will need to be approximately 7 ft. to 9 ft.
- H. *Water Resources Application:*** The application has been submitted and staff will attend the Board Meeting in March in St. George for approval.
- I. *Resolution for authorization of new vehicle:*** Roy is requesting the authorization to purchase an additional truck for the District. The Dodge has been appraised for \$2,000 and would like to use it for a trade in on the new purchase.

Trustee Wilson moved to authorize the purchase of a new ¾ ton truck and surplus the 2004 Dodge truck towards the purchase; Trustee Moyal second with all voting "aye".

- J. Amendment of Policies and Procedures:** The State law requires that the District and Board members review the Policies and Procedures yearly and make amendments as needed.

**Trustee Behrendt moved to accept the amended Policies and Procedures to include the changes as discussed, the eligibility requirement for a registered voter and add in reliability opportunities to include owners of property or agents of owners of property; Trustee Schroetel second with all voting "aye".**

- K. Authorization for staff to locate an emergency pump and motor assembly, costs and storage for Bloomington Well:** Roy reviewed the reasons behind the need for a pump and motor. It was suggested that we not store one as they may not be warranted. Trustee suggested that the pumps be on a three-year maintenance schedule, swapped out and rebuilding and stay proactive. Add this to our maintenance schedule.

- L. RFQ for Engineering Services:** The District would like approval to send out an Engineering RFQ as per the State requirements. The District will keep CRS Engineers as an interim firm until the RFQ is final.

**Trustee Behrendt moved to authorize the District Manager to submit a RFQ for Engineering Services; Trustee Schroetel second with all voting "aye".**

- 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.

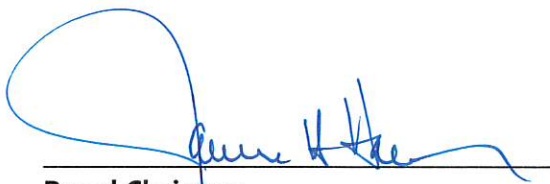
**Trustee Harvey suggests that the District implement a fine in our Policies and Procedures to be put on the next agenda of at least \$500. (Cost accrued).**


- 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 Schroetel moved to adjourn meeting at 5:15 P.M.**

  
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Board Chairman

  
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Date