

POWDER MOUNTAIN WATER and SEWER IMPROVEMENT DISTRICT  
PUBLIC MEETING February 26, 2018  
MEETING MINUTES

MINUTES OF THE PUBLIC MEETING OF THE POWDER MOUNTAIN WATER AND SEWER IMPROVEMENT DISTRICT held on Monday February 26, 2018 at 5:00 PM in the Weber Breakout Room #105, located at 2380 Washington Blvd., Ogden, Utah 84401.

*Trustees Present:*

Trustee James Harvey, Chair  
Trustee Bob Behrendt  
Trustee Gary Urdang  
Trustee Mark Schroetel

*Public Present:*

Mike Moyal  
Roy Watts

*Staff Present:*

Paul Hirst, District Manager  
Carrie Zenger, Secretary/Treasurer  
Rachel Anderson, Attorney  
Evan Miller, Operator

**A. Welcome – Trustee Gibson, Chair**

**B. Public Comment**

No Public comments

**C. Consent Items**

- 1) Request for approval of District bills to be paid.
  - Warrant's #344-353 in the amount of \$30,478.46
- 2) Request for approval of the minutes for the meeting held on January 29, 2018.

Trustee Behrendt moved to approve consent items 1 and 2; Trustee Schroetel second with all voting "aye".

**D. Attorney-Rachel Anderson**

*Annexation Status:* Trustee Harvey will sign the Notice of Impending Boundary Action to be sent to the State of Utah for approval for the Annexation of Sheep Creek Cluster and SMHG Phases 1. Paul Hirst stated that the plat for Sheep Creek Cluster is at the Surveyor's Office pending approval of the edits that were requested and Summit still needs to present their plat to the Surveyor's Office.

**E. Manager's Report – Paul Hirst, District Manager**

*Recommendation of Roy Watts for District Manager:* The interview process by the selection committee was completed. The committee, Trustee Harvey, Behrendt and Paul Hirst recommend Roy Watts will be hired as District Manager.

*Manager tasks to be completed by April 1, 2018:*

- Complete and present Sewer Rules & Regulations
- Transition position and information to Roy Watts
- Financing finished for new truck
- Annual Audit
- Impact Fee Study for Water and Sewer ready for presentation by March 26, 2018, next Board Meeting

*Summit Phase 2:* Information that was submitted from Summit to Paul on the 21<sup>st</sup> of February was reviewed. Paul is recommending that Roy, Summit and himself meet and review the information and the steps needed to move forward to be in compliance with State Drinking Water.

*Status of Bond Funding:* Mark Anderson is reviewing the paperwork. The bond offer will expire middle of April 2018.

*Municipal Agreement Advisory with Zions Public Finance:* Paul recommended that the District use Zions Public Finance as the Independent Municipal Advisor for the issuance of the \$1.2 million Bond. Fee for the use of Zions will be \$5,000.

*Professional Service Agreement 1A with CRS Engineers for District Manager:* Amendment for District Manger from January 1, 2017 to April 1, 2018 for approval.

*Establish Observed Holidays and Paid PTO:* Recommendation for paid holidays and PTO, nine (9) holidays and ten (10) paid PTO days for approval.

#### **F. Action Items**

Discussion and/or action on Approval of New District Manager

Interviews were conducted, Trustee Harvey and Trustee Behrendt would like to recommend Roy Watts as new District Manager for Powder Mountain Water and Sewer Improvement District. Trustee Harvey reviewed the Letter of Offer and Agreement to Roy Watts.

**Trustee Schroetel moved to approve recommendation of Roy Watts for District Manager; Trustee Behrendt second with all voting "aye".**

Discussion and/or action on Approval of Extending Professional Service Agreement 1A for District Manager contract from January 1, 2017 to April 1, 2018, with CRS Engineers.

**Trustee Behrendt moved to approve the Extending Professional Service Agreement 1A for District Manager from January 1, 2017 to April 1, 2018; Trustee Schroetel second with all voting "aye".**

Discussion and/or action on approval of establishing Holiday and PTO benefits.

**Trustee Urdang moved to approve the recommended Holiday's and PTO for the District: Trustee Behrendt second with all voting "aye".**

Discussion and/or action on Municipal Advisory Agreement with Zions Public Finance.

**Trustee Urdang moved to approve the Municipal Agreement with Zions Public Finance; Trustee Schroetel second with all voting "aye".**

#### **D. Report on District's Financials – Carrie Zenger**

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

Trustee Urdang inquired as to the \$7,500 that is the payroll taxes. Paul stated that we still have some items on the P&L that need to be changed but the reconciliation is correct. Reviewed the impact, connection and non-connections fees, and analysis that CRS Engineers is completing.

#### **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.**

**Trustee Schroetel moved to adjourn public meeting: Trustee Behrendt second with all voting "aye".**

G. Public Meeting Reconvened

No Action taken

I. Adjourn for Public Hearing

Trustee Schroetel motioned to adjourn the meeting at 6:08 PM: Trustee Urdang second with all voting "aye"

POWDER MOUNTAIN WATER and SEWER IMPROVEMENT DISTRICT  
PUBLIC HEARING March 26, 2018  
MEETING MINUTES

MINUTES OF THE PUBLIC HEARING OF THE POWDER MOUNTAIN WATER AND SEWER IMPROVEMENT DISTRICT held on Monday March 26, 2018 at 6:00 PM in the Weber County Commission Breakout Room #105, located at 2380 Washington Blvd., Ogden, Utah 84401.

*Trustees, Staff and Public were identified in the minutes of the Public Meeting*

- A. Welcome-Chair Harvey
- B. Presentation of 2018 Proposed Water Rules & Regulations Fee Schedule

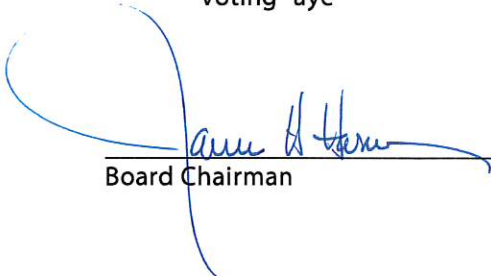
*2018 Proposed Water Rules & regulations Fee Schedule:* The fee schedule and the purpose of the rates were reviewed.

- C. Open for Public Comment

*No Comment from Public*

- D. No action was taken. Ratification of the Fee Schedule at next Board Meeting on March 26, 2018.

Trustee Schroetel motioned to adjourn the meeting at 6:13 PM: Trustee Urdang second with all voting "aye"

  
Board Chairman

26 MARCH 2018  
Date