

POWDER MOUNTAIN WATER and SEWER IMPROVEMENT DISTRICT  
PUBLIC MEETING 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 5:00 PM in the Weber County Breakout Room #105, located at 2380 Washington Blvd., Ogden, Utah 84401.

*Trustees Present:*

Trustee James Harvey, Chair  
Trustee Bob Behrendt  
Trustee Mark Schroetel (VIA PHONE)  
Trustee Gary Urdang

*Public Present:*

Marcus Keller, Zions Bank  
Don Barnett, Barnett Consulting  
Paul Hirst, Engineer

*Staff Present:*

Roy Watts, District Manager  
Carrie Zenger, Secretary/Treasurer  
Rachel Anderson, Attorney

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

**B. Public Comment**

None

**C. Marcus Keller**

*Bond Documentation-* Documentation was signed by proper authorities

**D. Don Barnett**

*Discussion and/or action on Water Rights-*

Moved for further discussion in closed session.

**E. Engineer-Paul Hirst**

***Discussion and/or action on the Conservation Plan***

Paul Hirst discussed the Conservation Plan, restrictions, and the usage of water for outdoor irrigation. Trustee Schroetel stated that the water would be used for reestablishment of native vegetation. This would meet State requirements.

**Trustee Schroetel moved to approve the Conservation Plan based on the revisions of Table 1 and the addition of exemption for temporary irrigation to allow the establishment of vegetation in new areas; Trustee Behrendt second with all voting “aye”.**

***Cobabe Well Update***

The process that has taken place for the drilling of the new well was reviewed. Site prep work has taken place. The first drill card has expired, Don Barnett is in the process of reissuing a new drill card. DDW has approved the liner to be used for the sewer system. Approval letter will be issued. Trustee Behrendt has inquired for information regarding further infrastructure of moving the water up the mountain. Trustee Behrendt has suggested that the District proceed with an

RFP for the bidding of the engineering and construction of the infrastructure to accomplish this process. Trustee Harvey has suggested that we move the conversation to the next Board Meeting to have staff present in writing what steps we will need to take to proceed with this request for RFP's, Bond issues and any other issues that may be associated with this request.

**F. Consent Items**

- 1) Request for approval of District bills to be paid.
  - Warrant's #354-364- in the amount of \$32,044.60
- 2) Request for approval of the minutes for the meeting held on February 26, 2017.
- 3) Ratify of New Water Rates for 2018
- 4) Authorization of Distribution for \$100,00 for Bond Shares Contract

**Trustee Behrendt moved to approve consent items 1, 2, 3 and 4; Trustee Schroetel second with all voting "aye".**

**G. Attorney-Rachel Anderson**

***Treasurer/Secretary, District Clerk, Purchasing Agent, Record's Officer, Policies & Procedures- Reviewing all aspects of the law***

The different positions and the purpose of the positions relating to State and position of the Board were reviewed. Rachel recommends that Carrie Zenger continue as the District Clerk as of May 1, 2018

**Trustee Behrendt move that Gary Urdang be appointed as Treasurer as of May 1, 2018; Trustee Schroetel second with all voting "aye".**

Purchasing Agent is responsible for approving the expenditures of the District. Rachel recommends Roy Watts for this position.

**Trustee Schroetel moved to appoint Roy Watts as District Purchasing Agent; Trustee Behrendt second with all voting "aye".**

Carrie Zenger will remain Record's Officer as she was pre-appointed.

***Discussion and/or action on Resolution of new Company Vehicle***

Roll call was called for approval of the Resolution of the New Company vehicle:

Trustee Behrendt: "aye"  
Trustee Schroetel: "aye"  
Trustee Urdang: "aye"  
Trustee Harvey: "aye"  
Resolution passes unanimously

**H. Election or Appointment of positions for:**

- 5) Treasurer/Secretary
- 6) District Clerk
- 7) Purchasing Agent

8) Record's Officer

***SEE ABOVE FOR ELECTION***

**I. Manager's Report – Roy Watts, District Manager**

***Discussion and/or action of Full Time position for Carrie Zenger***

Roy Watts recommended that Carrie Zenger continue to be Full Time District Clerk. The District will also do an Interlocal agreement with Weber County for Health Benefits.

**Trustee Urdang moved that the District make Carrie Zenger a full-time employee as District clerk; Trustee Behrendt second with all voting "aye".**

***Discussion and/or action of New Office Space & Supplies***

The dollar amount for the Office space and the Supplies for the new office were reviewed.

**Trustee Schroetel moved to approve the office space and supplies for the new office; Trustee Behrendt second all voting "aye".**

***Discussion and/or action on new Bank Accounts with Zions Bank***

A recommended was made that we move our bank accounts to Zions Bank due to the business we are doing with them for the Bonds, Financing of new vehicle and company credit card.

**Trustee Behrendt moved to change bank accounts; Trustee Schroetel second with all voting "aye".**

***Discussion and/or action on signers for new account with Zions Bank***

Recommendations were made as to the new signers on the accounts with Zions Bank.

Trustee Harvey, Trustee Behrendt, Trustee Schroetel, and Roy Watts will be the signers of the accounts.

***Discussion and/or action on IT quotes from CRS Engineers.***

The process of the IT department was reviewed and the need for someone to be available for the move and future needs. A recommendation was made that Steve Siegel be the Districts IT Professional contracted through CRS Engineers.

**Trustee Urdang moved to contract through CRS Engineers for the IT work; Trustee Behrendt second with all voting "aye".**

***Discussion and/or action on 2017-year end audit.***

A suggestion was made that in the future the Accountant be present at Board Meetings to answer any questions that the Board may have regarding the Audits.

**Trustee Behrendt moved to accept the audit as presented; Trustee Schroetel second with all voting "aye".**

**J. 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.

**K. 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 Behrendt moved to adjourn Public Meeting and go to closed session; Trustee Schroetel second with all voting "aye".

**L. Public Meeting Reconvened**

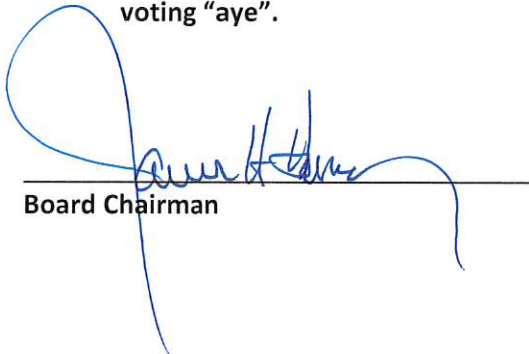
**M. Action**

*Action on items in closed session.*

Trustee Shroetel moved to authorize Don Barnett to continue working with Wolf Creek Irrigation using our shares the District already own for mitigation purposes; Trustee Urdang second with all voting "aye".

**N. Adjourn**

Trustee Schroetel moved to adjourn the meeting at 12:48 PM; Trustee Urdang second with all voting "aye".

  
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Board Chairman

21 May 2018  
\_\_\_\_\_  
Date