

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, MIDVALLEY IMPROVEMENT DISTRICT, HELD AT 160 EAST 7800 SOUTH, MIDVALE UTAH 84047 ON JANUARY 10, 2018 AT THE TIME OF 12:00 NOON, PRUSUANT TO NOTICE.

BOARD OF TRUSTEES PRESENT

**QUINN SPERRY - CHAIRMAN
SONDRA SMITH – VICE CHAIR
BLAKE ROEMMICH**

OTHERS PRESENT

**BRAD M. POWELL, DISTRICT MANAGER
CATHY KINGSBURY, TREASURER
BRENT E. CHRISTENSEN, CHIEF FINANCIAL OFFICER, DISTRICT CLERK
MARC JONES, OPERATIONS SUPERVISOR**

Meeting was called to order at 12:04 PM by Chairman Quinn Sperry.

Mr. Sperry welcomed Blake Roemmich as the new Trustee and congratulated him on his win.

1. SWEARING IN OF TRUSTEES

- a. Mr. Christensen performed the duties of swearing in two Trustees:

Sondra Smith and Blake Roemmich

Mr. Sperry stated Mr. Hale was Vice-Chair and is no longer on the Board and a new Vice-Chair would need to be elected. Mr. Sperry suggested Ms. Smith as the new Vice-Chair since Mr. Roemmich is new to the Board.

Upon Motion made by Mr. Sperry, Seconded by Ms. Smith and passed unanimously, the Board approved Ms. Smith as Vice-Chair.

2. PUBLIC COMMENTS

No one in attendance

3. MINUTES

Upon motion made by Ms. Smith, Seconded by Mr. Sperry and passed unanimously, the Board approved the minutes of the Board Meeting held on December 13, 2017.

4. ATTORNEY REPORT – Out Sick

5. GENERAL MANAGER/ENGINEER

- a. Mr. Powell stated there were a few changes to the Personnel Manual in 2017:
 1. A new paragraph was added 4.8; On-call time allowing the person on call for the month to take a District pickup home at night and on weekends.
 2. 8.3 Driver Qualification Policy; Modified to include language and a graph showing “acceptable,” “borderline,” and “unacceptable” driving qualifications. This was added per the request of the Utah Local Government Trust.
 3. Chapter 12; “Whistleblower Policy” was added per requirements of the Utah State Auditors’ office.
- b. Mr. Powell stated last month Mr. Bell handed out a “Vehicle Policy.” The District has an existing vehicle policy in the employee manual, policy manual and in the safety manual. Mr. Powell will get with Mr. Bell to see if the two vehicle policies can be combined making sure everything is covered.
- c. Mr. Powell stated approximately a year ago the Board authorized him to purchase vehicles if the cost is under \$45,000 without coming to the Board for each purchase. The District’s Procurement Policy has a limit of \$50,000 for small purchases and Mr. Powell would like the maximum purchase for new vehicles to be raised to \$50,000. Mr. Powell showed the Board a list of quotes for a 2018 Ford F150 Lariat. The low price for a Lariat is \$45,273 from Young Ford. Mr. Powell also got quotes on the Platinum and Mr. Roemmich stated he does not think the Platinum truck should be bought because of public perception.

Upon motion made by Ms. Smith, Seconded by Mr. Roemmich and passed unanimously, the Board approved the maximum purchase price for new pickups be raised to \$50,000 to match the Procurement Policy and that the General Manager be authorized to purchase a new 2018 Ford F-150 Lariat from Young Ford for \$45,273.

- d. Mr. Powell stated our current dump truck was purchased in 2012. The dump truck is in good condition but is at a point that we could still sell it for a reasonable amount. Mr. Powell thought he could get approximately \$30,000 if sold today.

Mr. Powell has received quotes for a new Ford F-550 chassis cab and the lowest quote is from Ken Garff Ford in American Fork where we have purchased several of the pickups. Garff Ford’s quote is \$45,750.98.

The District has been working with Legacy and will also work with Semi-Service to get quotes for a dump bed to be installed on the new F-550. They will also remove the snow plow from the old truck and install it on the new one.

Mr. Powell stated he would recommend that we purchase the new 2018 Ford F550 chassis cab and get quotes from both Legacy Equipment and Semi-Service to have a dump bed (approx. \$15,000) and the snow plow installed.

Upon motion made by Mr. Roemmich, Seconded by Ms. Smith and passed unanimously, the Board approved the purchase of a 2018 Ford F550 chassis cab and have a dump bed and the snow plow installed by the lowest bidder.

- e. Mr. Powell updated the Board on the 2017 Slip-Lining Project. Mr. Powell stated there is approximately 2 ¼ miles additional slip-lining he would like to add to the current contract. The change order cost would add another \$276,942 to the current contract bringing the contract total to \$691,070. The additional miles will cover the project that would have been bid out for 2018.

Mr. Jones explained that it takes the District's crew approximately 1 year to go through the lines cleaning them and approximately 1¼ years to get through the lines with the TV truck. When the crew is done cleaning and televising they start over.

Upon motion made by Ms. Smith, Seconded by Mr. Roemmich and passed unanimously, the Board approved the 2017 Slip-Lining Project Change Order #1 in the amount of \$276,942 making the total contract amount \$691,070.

6. REVIEW, APPROVE AND RATIFY CASH DISBURSEMENTS

Upon Motion made by Ms. Smith, Seconded by Mr. Roemmich and passed unanimously, the Board ratified the December 2017 cash disbursement for \$240,400.55 and December 2017 employee earnings summary for \$122,166.

7. OFFICE REPORT

- a. No Report

8. CHIEF FIANANCIAL OFFICER

- a. Mr. Christensen reminded the new Trustees they would need to get their new Board member training which is required by state law. There are two ways to get the training: State Auditor's website webinar or at the Utah Association of Special District Seminar; the seminar is held in November every year.

9. SUPERVISOR'S REPORT

- a. Mr. Jones updated the Board on construction in the District:
 - 1. White Pines: 9 units with 6 units connected
 - 2. Lavine Farms: 16 units; main lines in and has been air tested and televised
 - 3. North Pine Villas: 36 units; main lines in and has been televised
 - 4. IOP Services: 9 units hooked up and connected
 - 5. Enterprise is complete; relocated main under the building
 - 6. Olsen Sub: 4 units; may change to 8 units

10. TRUSTEES REPORT

- a. No Report

11. ADJOURN Upon unanimous vote by the Board, the meeting was adjourned at 12:59 PM