

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES, MIDVALLEY IMPROVEMENT DISTRICT, HELD AT 160 EAST 7800 SOUTH, MIDVALE UTAH 84047 ON NOVEMBER 8, 2017 AT THE TIME OF 12:00 Noon, PRUSUANT TO NOTICE.

BOARD OF TRUSTEES PRESENT

**QUINN SPERRY - CHAIRMAN
ROBERT HALE
SONDRA SMITH**

OTHERS PRESENT

**MARK F. BELL, DISTRICT ATTORNEY
BRAD M. POWELL, DISTRICT MANAGER
BRENT E. CHRISTENSEN, CHIEF FINANCIAL OFFICER, DISTRICT CLERK**

Meeting was called to order at 12:08 PM by Chairman Quinn Sperry.

1. PUBLIC COMMENTS

No one in attendance

2. MINUTES

Upon motion made by Mr. Hale, Seconded by Ms. Smith and passed unanimously, the Board approved the minutes of the Board Meeting held on October 11, 2017 as corrected.

3. ATTORNEY REPORT

- a. Mr. Bell stated there are a few things he is working on and will bring back after the first of the year. One of the items he is working on is the Vehicle Use Policy and will have something back to the Trustees soon. Other items Mr. Bell is working on for 2018 are: The annual review of personnel policies, open meetings training, ethics training for Trustees, ethics training for employees and a procurement policy update.

Mr. Sperry asked Mr. Bell if the District has a policy or plan in the event of a catastrophic disaster. Mr. Powell stated the District has an emergency plan for the District. Mr. Bell stated he will look in to what the District would need in case we need help from FEMA.

4. GENERAL MANAGER REPORT

- a. Mr. Powell presented the 2018 monthly meeting schedule for the board meetings. After a brief discussion the Trustees would like to continue to have the meetings on the second Wednesday of the month at noon with one exception and that being May 17, 2018, Thursday because of a conflict.

Upon Motion made by Ms. Smith, Seconded by Mr. Hale and passed unanimously, the Board approved Resolution No. 2017-11-8, A Resolution of the Midvalley Improvement District for the Schedule of Monthly Trustee Meetings During the Calendar Year 2018.

- b. Mr. Powell stated he would like to do away with the term “COLA” increases when it comes to wages and use “merit” increase. Mr. Powell proposed a 2% merit increase to all employees that receive an “average” or above on their evaluation. Mr. Powell looked at the market and determined another 3% increase or step increase would keep the employees in the middle range of what other districts are paying their employees. The total increase to the employees would be approximately 5%. Mr. Powell stated he would like to go into a closed meeting to discuss personnel matters. After a brief discussion between the Trustees, there will be a closed meeting, the last item listed on the agenda.

Upon Motion made by Ms. Smith, Seconded by Mr. Hale and passed unanimously, the Board moved to approve the Wage Scale as presented by Mr. Powell for 2018.

- c. Mr. Powell would like to have a person appointed by the Trustees to be the alternate board member for South Valley Water Reclamation Facility, Mr. Hale is the current alternate and he will be leaving the District the end of December 2017. The Trustees discussed having two alternates; Brent Christensen and Cathy Kingsbury.

Upon Motion made by Ms. Smith, Seconded by Mr. Hale and passed unanimously, the Board approved two Alternate Board Members for South Valley Water Reclamation Facility with Mr. Christensen as the 1st alternate and Ms. Kingsbury as the 2nd alternate.

- d. Mr. Powell updated the Trustees on the selling of the 2016 F150 XLT pickup; the truck was originally advertised on KSL for \$37,000 and we did not receive any bids. The Trustees directed Mr. Powell at the October board meeting to advertise again on KSL with a new selling price of \$35,500. The pickup was purchased at the selling price of \$35,500.
- e. Mr. Powell would like the Board to approve a meeting on November 21, 2017 at 4:00 PM to canvass the 2017 general election votes. Mr. Hale stated he would not be able to attend the meeting but would be available for an electronic conference.

Upon Motion made by Mr. Hale, Seconded by Ms. Smith and passed unanimously, the Board approved to have an electronic meeting to canvass the general election votes on Tuesday, November 21, 2017, 4:00 PM Mountain Standard Time.

5. 1:00 PM PUBLIC HEARING – 2018 OPERATING BUDGET

The Public Budget Hearing was called to order by Chairman Sperry. The hearing was advertised in the newspaper and on the District's bulletin board. There was no one from the public in attendance.

The Trustees discussed the Capital and Operation/Maintenance budgets with the staff.

Mr. Sperry moved to close the Public Budget Hearing, Seconded by Ms. Smith and passed unanimously to return to the public meeting.

Upon Motion made by Ms. Smith, Seconded by Mr. Hale and passed unanimously, the Board moved to adopt the 2018 Budget for Midvalley Improvement District, Resolution No. 2017-11-08B.

6. REVIEW, APPROVE AND RATIFY CASH DISBURSEMENTS

Upon Motion made by Ms. Smith, Seconded by Mr. Hale and passed unanimously, the Board ratified the October 2017 cash disbursement for \$177,341.57 and October 2017 employee earnings summary for \$62,223.

7. CHIEF FINANCIAL OFFICER'S REPORT

Mr. Christensen presented the balance sheet as of September 30, 2017 to the Trustees and stated it shows everything the District owns and most of the money is in investments. Monies will be taken out of the investment account for projects in the future. The Profit and Loss report for September 30, 2017 is a comparison to the prior year. Some changes from the previous year are: In Repair and Maintenance there is a decrease due to the District not slip-ling yet this year, another decrease is expected as the accounting for vehicles is using shorter estimated periods and another decrease is expected since the District paid off their bonds in June of the prior year. Mr. Christensen also presented the Profit and Loss report of comparing the revenues and expenses to the District's operating budget. No unexpected amounts were noted.

8. SUPERVISOR'S REPORT

Mr. Jones reported IOP paid for 8 new connections and Lavine Farms main lines are in. Property east of Harmon's has gravel on property but construction has not started.

9. TRUSTEES REPORT

Ms. Smith reported she attended the Utah Association of Special Districts Conference and thought it was very informative.

Mr. Hale reported December will be his last board meeting, he was elected Mayor of Midvale City.

10. CLOSED MEETING

Mr. Sperry stated the Board would like to go into a closed meeting to discuss personnel matters.

Upon Motion Made by Mr. Hale, Seconded by Ms. Smith and passed unanimously, the Board moved to go into a closed meeting at 12:50 PM.

Upon Motion Made by Ms. Smith, Seconded by Mr. Hale and passed unanimously, the Board moved to go back into the public meeting 1:01 PM.

Mr. Sperry stated that in the closed meeting a personnel matter was discussed.

Adjourn Upon unanimous vote by the Board, the meeting was adjourned at 1:11 PM.