



# HEBER VALLEY SPECIAL SERVICE DISTRICT

1000 East Main Street  
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## BOARD MEETING

January 11, 2024

3:00 P.M.

## AGENDA ITEMS

**CONDUCTING:** Board Chair, Celeste Johnson

**PUBLIC COMMENT:** *This is the public's opportunity to comment on items not on the agenda.*

**ENTITY UPDATES:**

**COMMITTEE UPDATES:**

**Those in attendance:** Celeste Johnson, Clair Provost, Steve Farrell, Yvonne Barney, Heidi Franco, Mike Johnston, Brenda Christensen, Wes Johnson, Tina Rodriguez, David Nuttall

**Online:** Bryan Provost

3:00- Closed Session to Conduct Manager Applicant Interviews

**A motion was made by Brenda Christensen to move into closed session. The motion was seconded by Heidi Franco and the motion passed all in favor.**

**A motion was made by Brenda Christensen to move out of closed session. The motion was seconded by Heidi Franco and the motion passed all in favor.**

1. Consent Agenda Approval – (5 minutes).
  - A. November 2, board meeting minutes
  - B. December 14, 2023, board meeting minutes.
  - C. October 2023, Profit & Loss
  - D. October 2023, Reconciliation
  - E. October 2023 PTIF Impact Fee Fund Statement
  - F. October 2023 PTIF General Fund Statement
  - G. November 2023, Profit & Loss
  - H. November 2023, Reconciliation
  - I. November 2023 PTIF Impact Fee Fund Statement
  - J. November 2023 PTIF General Fund Statement
  - K. December 2023 Balance Sheet
  - L. December 2023 Bank Reconciliation Detail
  - M. December 2023 P&L Detail
  - N. December 2023 PTIF General Fund Statement
  - O. December 2023 PTIF Impact Fee Fund Statement
  - K. Warrants
    1. 24
    2. 25
    3. 26
    4. 27
    5. 28

Heidi Franco asked about the no shooting signs.

David Nuttall stated that there have been hunters in the area. The signs have not been posted yet.

Heidi Franco asked about the discussion in the December meeting with Brad Rasmussen. She asked about the listed costs and the increase in those costs. She asked if we could go back to the CIB for additional funding to cover the increase in the cost. She also asked if it would have to be engineered before they go back to CIB.

Celeste Johnson said they can go back knowing that the costs have increased.

Wes Johnson Stated that they will not give the funding until they have a hard cost.

**A motion was made by Steve Farrell to approve the consent agenda as presented. The motion was seconded by Heidi Franco and the chair asked for a vote:**

**Clair Provost- Yes  
Steve Farrell- Yes  
Celeste Johnson- Yes  
Heidi Franco- Yes  
Yvonne Barney- Yes  
Mike Johnston- Yes  
Brenda Christensen- Yes**

Steve Farrell stated that there is an option if a major development comes in. They do not have to provide service outside the city limits, and they could make the developers build the service and then turn it over to the plant to run.

Celeste Johnson said this is a discussion the new manager should be involved in.

Heidi Franco asked if these costs would put pressure on our rates at this point.

Brenda Christensen and Steve Farrell both stated that they do not feel that it should affect this.

Clair Provost asked if an impact fee increase would help. He stated that he feels that the people building the developments should be helping to pay for this.

Steve Farrell stated that the developer in Independence who came to them with a big project is one who should be required to build their own plant and not put the burden on Wasatch County.

Celeste Johnson stated that to make an increase you would need a rate study to validate it.

Steve Farrell suggested a graduated impact fee.

Celeste Johnson stated that they should put this discussion as an item in a future meeting.

## 2. [Set the date and time for the 2024 board meetings](#)

Celeste Johnson asked the board members if they were comfortable leaving the meetings as the second Thursday of the month.

Yvonne Barney stated that she may have a conflict with the second Thursday.

**A motion was made by Steve Farrell to keep the date and time for the 2024 meetings as the second Thursday of each month pending what happens with Yvonne Barney. The motion was seconded by Brenda Christensen and the chair asked for a vote;**

**Clair Provost- Yes  
Steve Farrell- Yes  
Celeste Johnson- Yes  
Heidi Franco- Yes  
Yvonne Barney- Yes**

**Mike Johnston- Yes**  
**Brenda Christensen- Yes**

### **3. Election of Chair and Vice Chair**

Chair Celeste Johnson asked for discussion on the topic of chair and vice chair for 2024.

Yvonne Barney said she feels there should be a change.

Other board members each stated that there should be continuity for another year with the issues currently facing the district.

**A motion was made by Steve Farrell to retain Mayor Celeste Johnson as the Chair and Heidi Franco as the Vice Chair. The motion was seconded by Clair Provost and the chair asked for a vote:**

**Clair Provost- Yes**  
**Steve Farrell- Yes**  
**Celeste Johnson- Yes**  
**Heidi Franco- Yes**  
**Yvonne Barney- No**  
**Mike Johnston- Yes**  
**Brenda Christensen- Yes**

### **4. Review of Sheila Srivastava contract and possible motion to conclude**

Celeste Johnson stated that bringing Sheila on was meant to be a second set of eyes. The board laid out very clear criteria for her services so that it would not go on forever or include other issues. They have found the contract to be very helpful. She went over the criteria set and asked if these were completed.

Tina Rodrigues said the interim statements' alignment has been completed. She stated that they were given suggestions for groupings, and they have made the transition to Enterprise in 2023. She is now working with Ben Probst to complete them, and it should be done by the end of the first quarter.

Tina Rodriguez verified that the staff is fully trained to enter budget and actual vs. Budget. They went through this with Sheila, and they have taken her suggestions into consideration.

Celeste Johnson reviewed other criteria for the contract such as: Attend meetings as requested, review policies and enhance efficiencies, and create tools for trends.

Tina Rodrigues stated that she did go through everything they had. Dennis Gunn was very reliant on spreadsheets. Not that he is gone, this is no longer the case. She stated that they have also never had any audit findings.

Heidi Franco stated that she sent the trend sheet to everyone to compare it to the audit. She said she feels the trend sheet will make a difference.

Celeste Johnson stated that, due to the time for this meeting, the trend sheet will be added to the February meeting for discussion.

Tina and Janet felt they could have this ready by April for review by the board. Maybe they should push the trend sheet discussion for the end of the first quarter. Tina feels that with all they are doing to close out the year and prepare for the audit April would be better.

Brenda Christensen and Yvonne Barney said they felt it better to wait until April.

Celeste Johnson stated that the contract also included consulting for other projects. She does not feel there are any other projects that they need her consulting for.

Tina Rodriguez stated that she agreed and did feel any other consultation was necessary.

Celeste Johnson stated that Ben, Tina and Janet are working together and there is nothing further needed.

Celeste Johnson clarified that when Tina came on with the district, she did the conversion to QuickBooks.

Heidi Franco stated that their goal is to have everyone on QuickBooks.

Celeste Johnson stated that they did convert to QB Enterprise.

Celeste instructed Tina to contact Sheila and ask for her final bill.

Celeste Johnson stated that Ben, Tina, Janet, and Ron are working together, and they will set up a separation of duties. Ron is also helping with the QB server, not the online version.

Heidi Franco asked for an email to the board regarding the 5 or 15 mb version.

### **3. Update on the Heber City Agreement- Heidi Franco**

Heidi Franco stated that there have been a lot of minor changes. The City Manager and City Attorney have each reviewed it. It has not gone to the council yet. They would like an interlocal agreement. They already have an interlocal entity, do they also need an interlocal agreement? They reviewed this in August. She would like this back on the agenda for next month if they were ready.

Celeste Johnson stated that they are good at MSD either way. Getting it right is important.

### **4. Report From Advisory Committee**

Celeste Johnson reported that she will have someone from the committee report to the board. She stated that it exceeded her expectations, and it was a great discussion. They have some goals to work on. She stated that Dave Parry is a consultant and Bryan Atwood is a retired engineer from Snyderville. The residents were very easy to talk to and just wanted answers. Ann Zimmerman has a very interesting background. She has a mediation background and public works. ERG will be at the next meeting to explain things. She stated that the DHHS may attend the meeting to address the next steps for health components. They want information on the odor issues.

Wes Johnson stated they were very concerned with the Provo River leaking into the river.

Celeste Johnson stated that Bryan Atwood also has ten years with DWQ. This will be helpful when discussing the river and water from the lagoons going into the river.

The residents also asked why their nominations for the panel were not considered. She stated that she explained to them that Jim S had not been selected because the product he sells could be a conflict of interest, and that Catherine Larsen is an attorney who had made Facebook comments regarding encouragement of a potential lawsuit. They want the committee to be free to speak without possible litigation.

Heidi Franco asked about the next steps with the DHHS.

Celeste Johnson stated that she is working with Joelle and the county. She has met with them and sent them reports. They will be meeting again and coming to the next advisory board meeting.

Clair Provost asked if the airborne theory is legitimate.

Celeste Johnson stated that the rating is PPM instead of PPB. They will find out.

### **7. Manager's Updates- Wes Johnson**

Wes Johnson stated that they discussed last summer the seeping from cell 4 to 5 and out of 5. There was an invoice to BD Bush. The work has been done and they put road base on the dike. They did about half the dikes and will put road base to the others also. They found a manufacturer that is maybe a better design for the grinder, but it is about twice the cost. Because we do not have grinders in cell 1, he feels that we should go with the more efficient grinders.

Dave Nuttall stated that they will take the existing ones and rebuild them with better cutters. The Muffin Monsters did not want to do that. There are three that could be rebuilt. The cost for one is \$26,000.

Wes Johnson stated that they can have more time. He isn't comfortable saying which way they should go yet. He would like better value. The only time the grinders will be used is if they have an issue with the mechanical plant. He feels they are good to wait until they can look further into this.

Heidi Franco asked about the odors on the current mechanical plant and can Brad look at this.

Celeste Johnson asked if they were comfortable with the route they are taking or if the new manager needed to look at this.

Wes Johnson stated that they went through the headworks at the plants they visited. He would like to go through our headworks. They should have Brad show us the odor control at our headworks. Brad's direction was the least expensive and he is not sure if that is the way they should go.

Brenda Christensen said it may cost more, but they should look at the best way.

Wes Johnson stated that after the tour they can make a more informed decision.

Celeste Johnson stated that they can have Brad come next month and take a tour and discuss the capital plan and what else they should consider.

Wes Johnson asked about allowing septage trucks to dump. There is an odor when they dump. If the odor that comes and goes is the septage trucks, could that be the odor issue, or does it dissipate before it would get to the complainants' homes.

Celeste Johnson stated that when a complaint comes in, they should have them check for a source such as a manhole cover, basement drains, etc.

Wes Johnson asked about the hardship from not allowing septage dumping.

Steve Farrell stated that it would be a hardship for the residents with septic tanks.

Mike Johnston suggested raising the rate for septage haulers.

Yvonne Barney stated that addressing an increase should be a possibility. They should look to see what other agencies are charging.

## **8. Other Business**

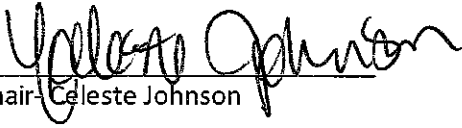
### **9. Adjourn**

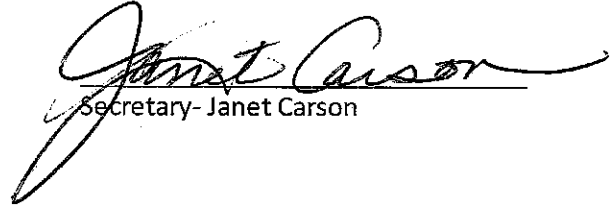
**With no other business to address a motion was made by Brenda Christensen to adjourn the meeting. The motion was seconded by Clair Provost and the chair asked for a vote:**

**Clair Provost- Yes  
Steve Farrell- Yes  
Celeste Johnson- Yes  
Heidi Franco- Yes**

Yvonne Barney- Yes  
Mike Johnston- Yes  
Brenda Christensen- Yes

APPROVED: 2-8-24

  
Chair- Celeste Johnson

  
Secretary- Janet Carson