



Hildale / Colorado City Utility Advisory Board

Monday, September 09, 2024 at 6:00 PM

320 East Newel Avenue, Hildale City, Utah 84784

Minutes

Welcome, Introduction and Preliminary Matters: Presiding Officer

Chair Nielsen called the meeting to order at 6:00 pm.

Roll Call of Board Attendees: Utility Administrative Assistant

PRESENT

Chair Ezra Nielsen

Board Member James Broadbent

Board Member Theil Cooke

Board Member Sterling Jessop, Jr.

Staff Present: Jerry Postema, Nathan Fischer, Athena Cawley, Maxene Jessop, and Roger Carter

Pledge of Allegiance: By Invitation of Presiding Officer

Board Member Jessop led the pledge.

Conflict of Interest Disclosures: Board Members

Board Member Cooke disclosed that he is one of the medical officers listed in the Gas Department Anti-Drug and Alcohol Misuse Prevention Policy and will withhold voting on the item.

Approval of Minutes of Previous Meetings: Board Members

1. Utility Advisory Board Minutes of May 23, 2024.

The board went over the last meeting minutes.

Motion made by Board Member Cooke, to approve the minutes of May 23, 2024. Seconded by Board Member Jessop, Jr..

Voting Yea: Chair Nielsen, Board Member Broadbent, Board Member Cooke, Board Member Jessop, Jr.

Motion Carried.

Public Comments: (3 minutes each - Discretion of Presiding Officer)

No public present.

Financial Report:

2. Approval of Utility Financial Report and Invoice Register

Director Postema presented the financial budget for the new year FY25 and answered questions for the Board regarding the financial report and invoice register.

Motion made by Chair Nielsen, to approve the financial report and invoice register. Seconded by Board Member Jessop, Jr..

Voting Yea: Chair Nielsen, Board Member Broadbent, Board Member Cooke, Board Member Jessop, Jr.

Motion carried.

Reports:

3. Utility Monthly Report

Director Postema explained that the gas and water usage reports were not included in the report due to meter reads which were an issue in the billing system for the last couple of months. Staff is working to get this cleaned up and fixed and will take measures to prevent this from happening in the future. Superintendent Fischer presented the Utility Operations for gas, sewer, and water.

4. Utility Director Report and Updates

Director Postema presented on administration and grants. Chair Nielsen thanked the administrative staff for their diligent work.

Unfinished Board Business: None

None

New Board Business:

5. Consideration, discussion, and possible recommendation to the City Council's adoption of the updated Hildale/Colorado City Gas Department Anti-Drug and Alcohol Prevention Policy. (Utility Superintendent, Nathan Fischer)

Superintendent Fischer explained with the new state requirements and FEMSA rules then our current Gas Department Anti-Drug and Alcohol Prevention Policy doesn't reflect compliance, which was discovered in the Arizona audit. The Board reviewed the updated policy.

Motion made by Chair Nielsen, to recommend to the two City Councils to approve the updated Hildale/Colorado City Gas Department Ant-drug and Alcohol Policy. Seconded by Board Member Broadbent.

Voting Yea: Chair Nielsen, Board Member Broadbent, Board Member Jessop, Jr.

Voting Abstaining: Board Member Cooke

Motion carried.

6. Consideration and discussion of Utility Processes. (City Recorder, Sirrene Barlow)

Director Postema requested item #6 to be tabled for more research and information. The Board Members were all in favor.

7. Consideration and discussion of the Sewer Master Plan update and Sewer Rate Study. (Utility Director, Jerry Postema)

Director Postema presented the reasons for the Sewer Master Plan update and Sewer Rate Study.

Motion made by Board Member Cooke, to recommend to the two City Councils to move forward with the Sewer Master Plan update and Sewer Rate Study. Seconded by Chair Nielsen.

Voting Yea: Chair Nielsen, Board Member Broadbent, Board Member Cooke, Board Member Jessop, Jr.

Motion carried.

8. Consideration and discussion of a Reimbursement Program for Contractors (Small Line Extensions). (Utility Director, Jerry Postema)

Director Postema presented the proposed Reimbursement Program for Contractors adding small line extensions. The Board reviewed the proposal and had questions that were answered. Chair Nielsen asked if there could be legal issues with the proposal. Roger Carter gave details.

Motion made by Chair Nielsen, to recommend to the two City Councils to consider the Reimbursement Program for Contractors (Small Line Extension) Seconded by Board Member Cooke.

Voting Yea: Chair Nielsen, Board Member Broadbent, Board Member Cooke, Board Member Jessop, Jr.

Motion carried.

9. Consideration and discussion of Water Projects for the current year.

Chair Nielsen questioned the water development projects for the next few years and how they will accommodate growth in the community. Director Postema explained the need for water to accommodate new development and contractor agreements established. Chair Nielsen requested the next water storage project be added as an agenda item to a future meeting.

Board Comments: (10 minutes total)

Board members comments of issues not previously discussed in the meeting.

10. September 2024 Utility Calendar

The Board discussed the calendar of events. The next meeting was scheduled for October 24th at 6:00 PM.

Executive Session: As needed

None

Infrastructure Improvements Advisory Committee Session: As Needed

None

Adjournment: Presiding Officer

Chair Nielsen adjourned the meeting at 7:05 pm

Minutes were approved at the Utility Board Meeting _____.

Sirrene J. Barlow, City Recorder

Shirley Zitting, Town Clerk

Daft Pending Approval