

MUTTON HOLLOW IMPROVEMENT DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES
FEBRUARY 22, 2024
8:00 P.M.

BOARD OF TRUSTEES MEETING:

Meeting was held as a virtual online meeting.

Cliff Hokanson called virtual meeting to order at 8:03 PM

IN ATTENDANCE: Cliff Hokanson, Chairman;

Justin Logan, Trustee;

David Johnson, Trustee;

Dan Call, Associate;

Linda Heusser, Clerk;

Porter Heusser, Records Manager;

Brett Davis, Associate;

Mark Pinnau, Plant Operator.

Minutes for December 14, 2023 Board Meeting and Presentation of 2024 Operating Budget were reviewed. Justin Logan motioned and Dave Johnson seconded approval of minutes as published. Voting was unanimous.

Bank reconciliations for the months of December 2023 and January 2024 were reviewed.

Balance Sheet and Profit & Loss Statements for Fiscal Year 2023 and January 2024 were discussed. Porter missed sending these reports. Will send reports.

Customer account balances were discussed. Amount owed MHID is \$3,683.55 and customer credit balance is \$8,515.85. Three customer accounts in the amount of \$511 were considered overly past due. These customers will be notified and necessary action will be taken per previously established MHID practice. Water use report was discussed. Use through December 2023 was 146.4 ac-ft vs 118.09 ac-ft through December 2022, leaving an unused balance of 73.6 ac-ft. January 2024 usage was 4.25 ac-ft vs 4.18 ac-ft for January 2023.

TASK ASSIGNMENTS FROM PREVIOUS MEETINGS:

- a. **KAYSVILLE CITY/DAVIS COUNTY:** JUSTIN will continue with discussions with Kaysville City regarding transfer of MHID system. He will also continue discussion with Bob Stevenson, county commissioner, regarding relationship of MHID with county and Jerry Hartley's proposed annexation petition. This is a continuing action.
- b. **END OF LINE 100 EAST:** MARK to complete installation of riser. Mark needs to get materials. With the good weather, Mark will be able to accomplish this task.

NEW/CONTINUING BUSINESS:

1. **VALVE MAINTENANCE:** Brett report any activity. As soon as weather warms up, Brett will go out and check. Will probably need some help to open some of the valves.
2. **UPPER RESERVOIR ACCESS:**
 - a. **RETAINING WALL (Mark)** needs to be constructed in a couple of places on the road. The rain and runoff have caused sluffing. Contractor had told Mark that MHID would have to pay. Cliff asked to wait until weather clears

and then decide what needs to be done. Cliff will contact contractor accordingly.

b. **APPROACH**

- i. **Cliff and Justin** will send letter to contractor regarding access road.
 1. Justin will look into this and get with Kaysville to determine what needs to be done.
- ii. Needs to be less steep near the top-possibly with switch back.
- iii. Surface becomes wet and slippery after rain/snow - possibility of adding some road base.
- iv. Justin feels best approach is to transfer service to Kaysville.

- a. **YARD MAINTENANCE:** Mark will continue work in the Spring. Work includes pouring concrete sidewalk interface, spraying for weeds, finish grading, road base and installation of weed barrier.

3. **REPLACE TRANSITE:**

- a. **1050 NORTH:** Drawings are complete.
- b. **JUSTIN** has gone through the application. Needs to have a meeting with Dan and Porter. Meet Wednesday 6 pm at Linda and Porter.
- c. **EDGEHILL CIRCLE PIPELINE:** On hold pending possibility of funding of Transite projects.
- d. **WEST BOYNTON:**
 - i. This section needs to be added list of possible replacement projects.
 - ii. Need to pursue transferring this area to Kaysville
 1. Justin and Cliff will go to Kaysville and discuss. Linda and Porter will provide list of names and maps.

4. **WATER SYSTEM LATERALS-LEAD COPPER INVENTORY: Porter and Mark discussed with Jones & Associates.**

- a. **MARK** has purchased tablet and will work with Jones & Associates to complete inventory. Mark has given J&A go ahead and is waiting call back from Kyler. Mark will go to each home to determine type of line. Mark thinks most laterals are copper. Cliff asked Mark to look specifically at the Kingston and Dorius residences. Mark said he may have to have a contractor pothole. Cliff suggested we look at the potential questionable hookups to determine whether or not we need to pothole. The inventory is due in September.

5. **RECURRING EVENTS: MARK**

- a. Nothing new to report.

6. **GENERATOR:** Mark and Porter are working with Johnson Electric to bring online.

- a. Cliff recommended putting a trickle charger. Need to either run generator longer or install a trickle charger.
- b. Mark and Porter will buy new battery and trickle charger and see if that works.

7. **STATE REPORTING:**

- a. Dan to reported all reports are complete. Audit is coming up in April.
- b. Porter reported that MHID is current on reporting per State regulations with exception that we need to post agenda and minutes on MHID Web Pate. Porter will forward information to Mark.

8. **EXPLORE UPDATING RATES:** Cliff asked Dan and Porter to provide additional financial data.

9. **GROUP TEXTING:** Porter reported that Club Texting App is no longer available was “pay as you go”. Was bought by EZ Texting – plans start at \$20/month. It has been over a year since we used group texting. Porter presented alternative to use MHID cell phone to text, but has limitations as to size of groups in single text, more effort on our part to maintain vs EZ Texting. Determined that we should enlist with EZ Texting. Cliff asked that everyone on the Board be given ID an passwords and instructed on how to use this tool.

TIME AND MILEAGE

MEETING ADJOURNED 9:21