



# Hildale / Colorado City Utility Advisory Board

Thursday, January 25, 2024 at 6:00 PM

320 East Newel Avenue, Hildale City, Utah 84784

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## 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 Jesse Barlow

Board Member James Broadbent

Board Member Theil Cooke

Board Member Sterling Jessop, Jr.

Staff Present: Jerry Postema (Zoom), Nathan Fischer, Athena Cawley

Public Present: JVar Dutson, Eric Duthie

**Pledge of Allegiance:** By Invitation of Presiding Officer

Board Member Jessop led the pledge.

**Organization of the Board:** Appointment of Vice-Chair (Presiding Officer)

1. Nominating a Vice-Chair that is good for one year

Chair Nielsen called for the nomination of a Vice-Chair for the Utility Advisory Board.

Motion made by Board Member Cooke, to nominate Jesse Barlow as the Vice-Chair of the Utility Advisory Board. Seconded by Board Member Jessop, Jr.

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

Motion Carried.

**Conflict of Interest Disclosures:** Board Members

None were given.

**Approval of Minutes of Previous Meetings:** Board Members

2. Utility Board Minutes of December 20, 2023.

The Board reviewed the minutes from the last meeting.

Motion made by Board Member Cooke, to accept the Utility Board Minutes of December 20, 2023. Seconded by Board Member Barlow.

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

Motion Carried.

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

JVar Dutson, Hildale City Councilman, gave appreciation for everyone's effort and to keep pushing through the Water Master Plan and Impact Fee.

**Financial Report:**

3. Approval of Utility Financial Report and Invoice Register

Superintendent Fischer presented the financial report and invoice register. Chair Nielsen questioned a few budget items that were reviewed and explained.

Eric Duthie, Hildale City Manager, gave a background of the Utilities Department budget preparation in the past and explained current changes taking place in tracking the budget more effectively. He explained that there will be some cleanup taking place in preparation for the new upcoming budget.

Motion made by Board Member Cooke, to approve the Utility Financial Report and Invoice Register. Seconded by Chair Nielsen.

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

Motion Carried.

4. Balance Sheet for Utilities as required in the IGA.

Director Postema presented that the new IGA that went into effect in 2022 requires the balance sheet to be presented every year to the Board. This is for a quick snapshot of the utility fund financials for information purposes for the Board to review and provides transparency overall. Chair Nielsen thanked Director Postema for informing the Board.

**Reports:**

5. Utility Director Report and Updates

Director Postema presented. Staff are still working to get Well #17 and Academy Ave Well permitted through ADEQ and water testing complete. The Water Master Plan is still underway and is on the agenda for readoption with a few minor additions. The Rate Study is in process through the Rural Community Assistance Program. The bidding for the 2 new wells and the Raw Water Transmission Line project has been posted. The painting of the 600,000-gallon water tank should take place this Spring. Research is being done on the radio read meter system to switch over to a third-party provider.

6. Utility Monthly Report

Superintendent Fischer presented, highlighting the Natural Gas Station operations, completion of the new Sewer Headworks Screen, Groundbreaking Ceremony for the Colorado City Mohave ARPA Water project of the 2 new wells, and preparation of posting the bids for the new water project.

(Board Member Barlow stepped out of the meeting approximately at 7:10 pm)

**Unfinished Board Business:**

None

**New Board Business:**

7. Consideration, discussion, and possible recommendation on the Hildale/Colorado City Utility 5-10 Year CIP Budget.

Director Postema presented the Hildale/Colorado City Utility 5-10 Year CIP (Capital Improvement Projects) Budget, explaining the CIP for Water, Sewer, and Gas. Staff recommended bringing the item back to the next meeting or scheduling a work session to discuss the item in more detail. Chair Nielsen questioned the timeframe for getting the budget approved. Director Postema explained how a recommendation to the two councils needs to be made by April.

Motion made by Chair Nielsen, that the Hildale/Colorado City Utility 5-10 Year Capital Improvement Project budget be on the agenda at the next Utility Board Meeting. Seconded by Board Member Broadbent.

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

Motion Carried.

8. Consideration, discussion, and possible recommendation on the Sewer Ordinance updates.

Director Postema presented the updates to the Sewer Ordinance. The Board gave input and requested to apply the following changes: section 50-90 subsection b - remove the impervious covering, 50-90 subsection A - replace trailers after bunkhouses including RV or camping trailers. There was more discussion amongst the Board about making more changes. Staff recommended postponing the Sewer Ordinance updates to the next Utility Board meeting for more research to be done.

Motion made by Chair Nielsen, to recommend staff do more research and postpone Sewer Ordinance updates to the next Utility Board meeting. Seconded by Board Member Cooke.

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

Motion Carried.

9. Consideration, discussion, and possible recommendation on the Wage Structure and Classification.

Director Postema presented the Wage Structure and Classification in detail. Board Member Cooke had a question on the midpoint and max pays.

Jvar Dutson, Hildale City Councilman, questioned if the cost-of-living percent would be added to the wage increases.

Motion made by Chair Nielsen, to recommend to City and Town Councils to approve the Wage Structure and Classification. Seconded by Board Member Broadbent.

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

Motion Carried.

10. Consideration, discussion, and possible approval of the Hildale-Colorado City Water Master Plan (January 2024) with additional new language added for better definition.

Chair Nielsen agreed with the changes to the Water Master Plan and asked the Board for input. Director Postema explained the new language was ran by the court monitor and it will not be slowing anything down with the Water Master Plan.

Motion made by Chair Nielsen, to recommend to the City and Town Councils to approve Hildale-Colorado City Water Master Plan with additional new language added for better definition. Seconded by Board Member Jessop, Jr..

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

Motion Carried.

**Board Comments:** (10 minutes total)

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

11. February 2024 Utility Calendar

Chair Nielsen went over the calendar. February 22, 2024, at 6:00 pm will be the next Utility Advisory Board meeting.

**Executive Session:** As needed

None

**Infrastructure Improvements Advisory Committee Session:** Presiding Officer

12. Consideration, discussion, and possible approval of the Hildale-Colorado City Water Master Plan (January 2024) with additional new language added for better definition.

Motion made by Chair Nielsen, to go out of the Utility Advisory Board meeting and open a meeting session for the Infrastructure Improvements Advisory Committee at 7:37 pm. Seconded by Board Member Jessop, Jr.

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

Motion Carried

Motion made by Board Member Cooke, to recommend to the City and Town Councils approval of the Hildale/Colorado City Master Plan with additional new language added for better definition. Seconded by Chair Nielsen.

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

Motion Carried.

Motion made by Chair Nielsen, to close the meeting session of the Infrastructure Improvements Advisory Committee and resume the Utility Board meeting at 7:39 pm. Seconded by Board Member Cooke.

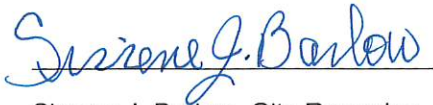
Voting Yea: Chair Nielsen, Board Member Broadbent, Board Member Cooke, Board Member Jessop, Jr.

Motion Carried.

**Adjournment:** Presiding Officer

Chair Nielson adjourned the meeting at 7:40 pm

Minutes were approved at the Utility Board Meeting on February 22, 2024.



Sirrene J. Barlow, City Recorder



Shirley Zitting, Town Clerk

