

Willard Perry Regional Wastewater Treatment Facility
Facility Board Meeting
975 West 1000 North
Willard, UT 84340
January 19, 2021-5:30 pm

Members Present: Greg Hansen - Chairman, Nathan Tueller – Board member, Board member-Del Freede, Susan K Obray – Board Secretary, Jeff Hollingsworth – Plant Manager

Members Excused: Josh Braegger-Board member, Rod Mund-Board member

1. Welcome and Call to Order

Chairman Hansen welcomed everyone to the meeting and welcomed Susan Obray new Board Secretary.

2. Approval of Minutes

MOTION: A motion was made by Board member Tueller to approve the December 15, 2020 minutes as written. The motion was seconded by Board member Freede. The motion carried with a unanimous vote.

3. Agenda Items

A. Declare Conflict of Interest if any.

None

B. Approval of the Agenda

MOTION: A motion was made by Board member Tueller to approve the January 19, 2021 agenda. The motion was seconded by Board member Freede. The motion carried with a unanimous vote.

C. Public Comments (if any)

D. Plant Manager Items – Jeff Hollingsworth

Jeff Hollingsworth reported that the State of Utah came out on 12/15/20 to sample the effluent. He said they are checking for BOD, TSS, and are checking the phosphorous. Jeff reported that Golden Spike Electric came out to replace the influent exhaust fan. He reported that he has replaced 4 fans in the last 10 years. SKM still is working on the SCADA programming for the plant. Pages of information from SKM were sent over to Jeff and he gave them his feedback. Reported he ordered and received 4 connectors for the UV system. He said that he lost one ballast. Jeff reported he went for his first breathalyzer test on 12/29/20 and passed. The sludge for last year for Central Weber was \$9,440.00. Reported that on 1/6/21 he got called out at 4:30am for the UV system. The December credit card audit is complete. Jeff reported that the State of Utah came out on 1/11/2021 and sampled the effluent. The December DMR report was sent to EPA and the State. MWPP is complete for the plant and has been sent to Shanna Johnson for the financial portion of the report and sent to the City Council it will be sent back to him for signature

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and then sent to the state. The report is due in April. He reported that the MWPP report required the following yearly test numbers.

Yearly Flow	BOD	TSS	
Design 2.0	200	200	
<u>Avg.</u>	<u>.62</u>	<u>345</u>	<u>259</u> Yearly daily average
<u>%</u>	<u>31%</u>	<u>53%</u>	<u>40%</u> Percentage a day for year for plant loading
<u>LBS</u>	<u>1784</u>	<u>1339</u>	<u>Current Ave Per Day</u>
<u>MAX</u>	<u>2.</u>	<u>3336</u>	<u>3336</u> Design Max Per Day

December BOD, TSS

Avg.	280	282
High	355	320

He reported that the annual sludge report is complete and sent to the EPA and forwarded to Central Weber electronically. Ordered polymer \$2,515.14 and lab supplies \$1,327.19. Attached to the minutes are monthly flows and budget expenditures. Chairman Hansen asked Jeff why the BOD was so high. Jeff reported that the BOD has always been high. Jeff said it could be because of the COVID-19 where everyone is staying home. Jeff said that he had to report the poundage. Chairman Hansen asked if Jeff was going to buy his lamps. Jeff reported that the lamps cost \$386.00 a lamp and he would need 40 lamps total \$15,447 and that does not include the sleeves that go over them they are \$128.00 apiece. Jeff reported that he needs to buy a new ballast at \$948.80. Jeff asked if we stay with DC Frost or do we bid it out. Chairman Hansen stated that the board likes to stay with the same people, but it is \$13,000 vs. \$15,000. Jeff said he would call and talk with them about the price. Board Member Tueller said that the budget shows for year to date \$34,000. That will be \$17,000 and would-be half of what they have left. Board Members told Jeff to go ahead and order the lamps and sleeves. Jeff reported that would be the last of the big items to order for this fiscal year. Board Member Tueller asked how many ballasts Jeff had. He said he has four, but he will use one. Board Member Freede said to go ahead and replace the ballast that broke.

E. Discussion on 2020-2021 Sewer Budget Expenditure Schedule

Jeff reported that he has been working on his budget for the next fiscal year. He stated that he has the chains and sprockets being bid out. He said he wants to buy some electronics for the UV system. He said he is getting some numbers for next years budget. Chairman Hansen asked if he would be able to get the numbers back for the February meeting. Jeff said he would have the numbers. Attached is the proposed budget that Jeff suggested. He said most of the items are from Grainger. There is one big item the UTV he reported that it runs all day 4 to 5 times a week. Chairman Hansen asked Jeff to have the final budget for next month. He said February the board will finalize the budget and have it submitted

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to the two councils for approval. The budget must be totally approved by the end of March. He asked Board Member Tueller to ask Shanna for the year end budget reports for next meeting.

F. Board Member Items

Board Member Freede asked the board members how they felt about meeting in person. All board members present agreed to meet in person for the next meeting. The February meeting will be at the plant. Chairman Hansen reported that he will be moving, and he will have to retire from the board. Josh Braegger is elected as Vice Chairman and so that will move him up to Chairman. He said he will be at the February meeting and then he will be moved. Chairman Hansen said that they need to come up with some names to replace the vacant spot. Board Member Tueller will talk with Josh Braegger and the Perry Mayor.

G. Payment Approval

The November and December vouchers were emailed to each board member. Chairman Hansen said that the November voucher had been signed by all the board members that attended the meeting. Chairman Hansen will sign the voucher for December and have the members present go into Perry City and sign it. Board Members said that the vouchers had been signed by all board members in attendance at the meeting for the November meeting. Board Member Tueller said he will talk with Shanna regarding the November voucher. Chairman Hansen asked all board members in attendance to go into the Perry City office and sign the voucher for December.

4. Action taken.

1. No more zoom meetings- attend in person meetings.

5. Items for next agenda (if any)

1. Same items as last month's agenda.

6. Adjournment

A motion was made by Board Member Freede to adjourn the January 19, 2021 sewer board meeting. The motion was seconded by Board member Tueller. The motion carried with a unanimous vote. The meeting was adjourned at 6:10 p.m.