

**RESOLUTION NO. 05-07-2019B**

**A RESOLUTION APPROVING THE 2018  
MUNICIPAL WASTEWATER PLANNING PROGRAM ANNUAL REPORT**

**WHEREAS**, West Point City, a Municipal Corporation, hereinafter referred to as the “City,” is a public body of the State of Utah; and,

**WHEREAS**, the City is governed by a Mayor and City Council duly elected according to law;

**NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** that West Point City informs the Water Quality Board of the Utah Department of Environmental Quality of the following actions taken by the West Point City Council:

1. Reviewed and approved the attached Municipal Wastewater Planning Program Annual Report for 2018.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (if applicable).

**PASSED AND ADOPTED** this 7<sup>th</sup> day of May, 2019.

**WEST POINT CITY,  
A Municipal Corporation**

By:   
Erik Craythorne, Mayor

**ATTEST:**

  
Casey Arnold, City Recorder



*Municipal Wastewater Planning Program (MWPP)  
Annual Report  
for the year ending 2018  
WEST POINT CITY*

**Thank you for filling out the requested information. Please let DWQ know when it is approved by the Council.**

Below is a summary of your responses

Download PDF

**This is the current information recorded for your facility:**

<b>Facility Name:</b>	WEST POINT CITY
<b>Contact - First Name:</b>	Paul
<b>Contact - Last Name:</b>	Rochell
<b>Contact - Title</b>	Public Works Dir.
<b>Contact - Phone:</b>	801-776-0970
<b>Contact - Email:</b>	prochell@westpointcity.org

**Is this information above complete and correct?**

- Yes  
 No

**SUBMIT BY MAY 31, 2019**

**Are you the person responsible for completing this report for your organization?**

- Yes  
 No

Your wastewater system is described as Collection & Financial:

*Financial Evaluation Section*

Classification: COLLECTION

Grade: II

(if applicable)

Classification: -

Grade: -

Form completed by:

Kenny England

Is this correct?

**WARNING: If you select 'no', you will no longer have access to this form upon clicking Save & Continue. DWQ will update the information and contact you again.**

Yes

No

What was the User Charge<sup>16</sup> for 2018?

28.20

Click on a link below to view examples of sections in the survey:  
(Your wastewater system is described as Collection & Financial)

[MWPP Collection System.pdf](#)

[MWPP Discharging Lagoon.pdf](#)

[MWPP Financial Evaluation.pdf](#)

[MWPP Mechanical Plant.pdf](#)

[MWPP Non-Discharging Lagoon.pdf](#)

Will multiple people be required to fill out this form?

Yes

No

## Part 1: OPERATION AND MAINTENANCE

	Yes	No
Are property taxes or other assessments applied to the sewer systems <sup>15</sup> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are sewer revenues <sup>14</sup> sufficient to cover operations & maintenance costs <sup>9</sup> , and repair & replacement costs <sup>12</sup> (OM&R) at this time?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are projected sewer revenues sufficient to cover OM&R costs for the <i>next five years</i> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the sewer system have sufficient staff to provide proper OM&R?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has a repair and replacement sinking fund <sup>13</sup> been established for the sewer system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the repair & replacement sinking fund sufficient to meet anticipated needs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Part II: CAPITAL IMPROVEMENTS

	Yes	No
Are sewer revenues sufficient to cover all costs of current capital improvements <sup>3</sup> projects?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has a Capital Improvements Reserve Fund <sup>4</sup> been established to provide for anticipated capital improvement projects?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are projected Capital Improvements Reserve Funds sufficient for the <i>next five years</i> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are projected Capital Improvements Reserve Funds sufficient for the <i>next ten years</i> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are projected Capital Improvements Reserve Funds sufficient for the <i>next twenty years</i> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Part III: GENERAL QUESTIONS

	Yes	No
Are sewer revenues maintained in a dedicated purpose enterprise/district account?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you collecting 95% or more of your anticipated sewer revenue?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are Debt Service Reserve Fund <sup>6</sup> requirements being met?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part IV: FISCAL SUSTAINABILITY REVIEW

Part IV: PROJECTED NEEDS

Cost of projected capital improvements  
Please enter a valid numerical value.

	Yes	No
Have you completed a Rate Study <sup>11</sup> within the last five years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you charge Impact fees <sup>8</sup> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you maintain a Plan of Operations <sup>10</sup> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you updated your Capital Facility Plan <sup>2</sup> within the last five years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you use an Asset Management <sup>1</sup> system for your sewer systems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you know the total replacement cost of your sewer system capital assets?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

2019	0
2020	0
2021	0
2022	400,000
2023	0
2024	0

This is the end of the Financial questions

To the best of my knowledge, the Financial section is completed and accurate.

Yes

*Collection System Section*

**Form completed by:**

May Receive Continuing Education /units (CEUs)

**Kenny England**

**Part I: SYSTEM AGE**

**What year was your collection system first constructed (approximately)?**

1980

**What year was the the oldest part of your collection system constructed, replaced, or renewed?**

1980

**PART II: DISCHARGES**

**How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?**

0

**How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?**

0

The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs):

**Class 1 - a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:**

- (a) affects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- (e) discharges to Waters of the state.

**Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.**

Below include the number of SSOs that occurred in year: 2018

	Number
Number of Class 1 SSOs in Calendar year	0
Number of Class 2 SSOs in Calendar year	0

Please indicate what caused the SSO(s) in the previous question.

No SSO's to report.

Please specify whether the SSOs were caused by contract or tributary community, etc.

No SSO's to report.

### Part III: NEW DEVELOPMENT

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?

Yes  
 No

11

Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more?

Yes  
 No

Number of new commercial/industrial connections in the last year

7

Number of new residential sewer connections added in the last year

73

Equivalent residential connections<sup>7</sup> served

12

### Part IV: OPERATOR CERTIFICATION

12

How many collection system operators do you employ?

4

Approximate population served

10,800

*State of Utah Administrative Rules requires all public system operators considered to be in Direct-Responsible-Charge (DRC) to be appropriately certified at least at the Facility's Grade.*

List all other Collection System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

SLS <sup>17</sup> Grade I:	Name
Collection Grade I:	Kenny England,
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	

List all other Collection System operators by certification grade, separate names by commas:

SLS <sup>17</sup> Grade I:	Name
Collection Grade I:	Jamie Escurieux, Kasey Gibson,
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	

List the designated Chief Operator/DRC for the Collection System below:

Name	Grade	Email
Paul Rochell	IV	prochell@westpointcity.org



Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

- Yes  
 No

### Part V: FACILITY MAINTENANCE

- |   | Yes                                 | No                       |
|---|-------------------------------------|--------------------------|
| Have you implemented a preventative maintenance program for your collection system?               | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Have you updated the collection system operations and maintenance manual within the past 5 years? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Do you have a written emergency response plan for sewer systems?                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Do you have a written safety plan for sewer systems?  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

### Part VI: SSMP EVALUATION

- |   | Yes                                 | No                                  |
|---|-------------------------------------|-------------------------------------|
| Has your system completed a Sewer System Management Plan (SSMP)?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Has the SSMP been adopted by the permittee's governing body at a public meeting?                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Has the completed SSMP been public noticed?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |

Date of Public Notice

04/22/2019

During 2018, was any part of the SSMP audited as part of the five year audit?

- Yes  
 No

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Program?

- Yes
- No

Is your utility currently preparing or updating its capital facility plan<sup>2</sup>?

- Yes
- No

### Part VII: NARRATIVE EVALUATION

This section should be completed with the system operators.

Does the municipality/district pay for the continuing education expenses of operators?

- 100% Covered
- Partially cover
- Does not pay

Describe the physical condition of the sewerage system: (lift stations, etc. included)

West Point City has 1 lift station that currently collects sewer from approximately 80 homes. All of our system flows to North Davis Sewer District.

Is there a written policy regarding continuing education and training for wastewater operators?

- Yes
- No

What sewerage system capital improvements<sup>3</sup> does the utility need to implement in the next 10 years?

We are budgeting for the next couple of years to be able to upsize our lift station to be able to increase our time to get a problem resolved before backing up.

Any additional comments?

What sewerage system problems, other than plugging, have you had over the last year?

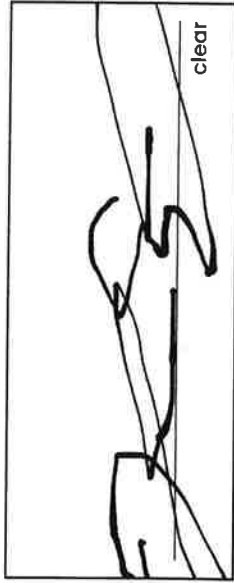
We have not had any sewer system problems in the past year.

This is the end of the Collection System questions

To the best of my knowledge, the Collection System section is completed and accurate.

Yes

I have reviewed this report and to the best of my knowledge the information provided in this report is correct.

 clear

Has this been adopted by the council? If no, what date will it be presented to the council?

Yes

No

What date will it be presented to the council?

Date format ex. mm/dd/yyyy

05/07/2019

Please log in.

Email

prochell@westpointcity.org

PIN

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NOTE: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of that assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance, please send an email to [wqinfodata@utah.gov](mailto:wqinfodata@utah.gov) and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page.

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