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:

2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (if applicable).

PASSED AND ADOPTED this 7th day of May, 2019.

WEST POINT CITY,
A Municipal Corporation

By: [Signature]
Erik Craythorne, Mayor

ATTEST:
[Signature]
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.

SUBMIT BY MAY 31, 2019

<table>
<thead>
<tr>
<th>Facility Name:</th>
<th>WEST POINT CITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact - First Name:</td>
<td>Paul</td>
</tr>
<tr>
<td>Contact - Last Name:</td>
<td>Rochell</td>
</tr>
<tr>
<td>Contact - Title</td>
<td>Public Works Dir.</td>
</tr>
<tr>
<td>Contact - Phone:</td>
<td>801-776-0970</td>
</tr>
<tr>
<td>Contact - Email:</td>
<td><a href="mailto:rochell@westpointcity.org">rochell@westpointcity.org</a></td>
</tr>
</tbody>
</table>

Is this information above complete and correct?

- [ ] Yes
- [ ] No

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

- [ ] Yes
- [ ] No
Your wastewater system is described as Collection & Financial:

Classification: COLLECTION
Grade: II

(If applicable)

Classification: -
Grade: -

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

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

Financial Evaluation Section

Form completed by:
Kenny England

What was the User Charge¹⁶ for 2018?
28.20
### Part I: OPERATION AND MAINTENANCE

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are property taxes or other assessments applied to the sewer systems?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are sewer revenues sufficient to cover operations &amp; maintenance costs, and repair &amp; replacement costs (OM&amp;R) at this time?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are projected sewer revenues sufficient to cover OM&amp;R costs for the next five years?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does the sewer system have sufficient staff to provide proper OM&amp;R?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Has a repair and replacement sinking fund been established for the sewer system?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the repair &amp; replacement sinking fund sufficient to meet anticipated needs?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Part II: CAPITAL IMPROVEMENTS

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are sewer revenues sufficient to cover all costs of current capital improvements projects?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are projected Capital Improvements Reserve Funds sufficient for the next five years?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are projected Capital Improvements Reserve Funds sufficient for the next ten years?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are projected Capital Improvements Reserve Funds sufficient for the next twenty years?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Part III: GENERAL QUESTIONS

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are sewer revenues maintained in a dedicated purpose enterprise/district account?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are you collecting 95% or more of your anticipated sewer revenue?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are Debt Service Reserve Fund requirements being met?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Part IV: FISCAL SUSTAINABILITY REVIEW

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have you completed a Rate Study within the last five years?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you charge Impact fees?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you maintain a Plan of Operations?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you updated your Capital Facility Plan within the last five years?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you use an Asset Management system for your sewer systems?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you know the total replacement cost of your sewer system capital assets?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Part IV: PROJECTED NEEDS

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

<table>
<thead>
<tr>
<th>Year</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>0</td>
</tr>
<tr>
<td>2020</td>
<td>0</td>
</tr>
<tr>
<td>2021</td>
<td>0</td>
</tr>
<tr>
<td>2022</td>
<td>400,000</td>
</tr>
<tr>
<td>2023</td>
<td>0</td>
</tr>
<tr>
<td>2024</td>
<td>0</td>
</tr>
</tbody>
</table>

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

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 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

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 connections7 served
12

Part IV: OPERATOR CERTIFICATION
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 lease at the Facility’s Grade.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Grade</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Operator/DRC</td>
<td>IV</td>
<td><a href="mailto:prochell@westpointcity.org">prochell@westpointcity.org</a></td>
</tr>
</tbody>
</table>

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

- SLS Grade I: Kenny England,
- Collection Grade I: 
- Collection Grade II: 
- Collection Grade III: 
- Collection Grade IV: 

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

- SLS Grade I: Jamie Escutiax,
- Collection Grade I: 
- Collection Grade II: 
- Collection Grade III: 
- Collection Grade IV: Kasey Gibson,
Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

☐ Yes
☐ No

Part V: FACILITY MAINTENANCE

Have you implemented a preventative maintenance program for your collection system?  ☐ Yes  ☐ No

Have you updated the collection system operations and maintenance manual within the past 5 years?  ☐ Yes  ☐ No

Do you have a written emergency response plan for sewer systems?  ☐ Yes  ☐ No

Do you have a written safety plan for sewer systems?  ☐ Yes  ☐ No

Part VI: SSMP EVALUATION

Has your system completed a Sewer System Management Plan (SSMP)?  ☐ Yes  ☐ No

Has the SSMP been adopted by the permittee’s governing body at a public meeting?  ☐ Yes  ☐ No

Has the completed SSMP been public noticed?  ☐ Yes  ☐ No

During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?  ☐ Yes  ☐ No

Date of Public Notice

04/22/2018

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

☐ Yes  ☐ No
Part VII: NARRATIVE EVALUATION
This section should be completed with the system operators.

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.

What sewerage system capital improvements 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.

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.

Is your utility currently preparing or updating its capital facility plan?

☐ Yes
☐ No

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

☐ 100% Covered
☐ Partially cover
☐ Does not pay

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

☐ Yes
☐ No

Any additional comments?
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.

[Signature]

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