

CITY COUNCIL MEETING

ADDENDUM

6:00 pm

Tuesday, March 22, 2005

I. PRELIMINARY ACTIVITIES

- A. Pledge of Allegiance
- B. Minutes

II. STAFF REPORTS

- A. Emil Pierson - Planning
 - 1. *Jerry Hill Annexation Petition*
- B. John Bowcut - Information Service
 - 1. Information Presentation - SFCN*
 - 2. *Contract with Nebo School District for the Use of IP Addresses*
- C. Kent Clark - Finance
 - 1. Request for Proposals - *Collection Agreement* - (Tabled from November 16, 2004)
 - 2. Waste Water Treatment Plant Expansion - Financing*
- D. Dale Robinson - Parks and Recreation
 - 1. Parks and Recreation Committee Report on Facility Analysis* (Continued from March 1, 2005)
- E. Richard Heap - Engineering and Public Works
 - 1. *Waste Water Assessment Form Approval*
 - 2. *Bid Tabulation* - 200 North and 200 East Sewer Replacement Project
 - 3. *Bid Tabulation* - Transformer Oil Containment Building
 - 4. *Quit Claim Deed to Charter One LLC*

III. OTHER BUSINESS

- A. Airport Board Report
- B. Council Report on Assignments

IV. EXECUTIVE SESSION IF NEEDED - TO BE ANNOUNCED IN MOTION

() indicates support information, if any, will follow prior to or at the Council meeting.*

The public is invited to participate in all Spanish Fork City Council Meetings. If you need special accommodation to participate in the meeting, please contact the City Manager's Office at 798-5000.

Spanish Fork City Annexation Application



40 South Main Street, Spanish Fork, UT 84660
 (801) 798-5000 Ext. 20 Fax (801) 798-5085
www.spanishfork.org

Project Information			
Application Date: 3/15/05		Number (Office Use Only):	
Project Address: 300 W.-6000 S. Depot Rd.		Current Use: Agr.	
General Plan Designation: Light Indust.	Inside of Growth Boundaries? NO	Inside of Policy Declaration Boundaries? Yes	
Current Zone: R-A 5	Proposed Zone: R-R	Acreage of Property: 66.8 Acres	
Applicant Information			
Applicant/Sponsor: Gerald Hill		Attn:	
Address: 5851 S. Depot Rd		Telephone: 798-6547	
City: S.F.	State: UT	Zip: 84660	Alt. Telephone:
Email Address:		Fax:	
Signatures of Owners of Petition:			
Signature: <u>Gerald L. Hill Family L.L.C.</u> Signature: <u>Doni Dunston</u> Signature: <u>Katherine H. Beck</u> Signature: <u>Corynn S. Merrill</u> Signature: <u>Bruce Olson</u> Signature: <u>Wanda McLean</u> <u>Merlene S. McEwen</u>			
Engineer, Architect or Surveyor			
Company/Contact:		Attn:	
Address:		Telephone:	
City:	State:	Zip:	Alt. Telephone:
Email Address:		Fax:	

City Development Process and Requirements

1. **Staff Review Time:** Approximately 3 to 4 weeks depending on the amount of projects needing review.
2. **Development Review Committee (DRC):** Held every Wednesday at 10:00 a.m.
3. **Planning Commission:** Held the first Wednesday of each month at 7:00 p.m.
4. **City Council:** Held the first and third Tuesday of each month at 7:00 p.m.

All meetings are held in the City Council Chambers at 40 South Main Street in Spanish Fork.

- Pre-application meeting with City Planner and City Recorder
 - Initial Fee of \$100.00
 - 11x17 copy of the annexation area *2P*
 - Disk or emailed copy of Annexation in .dxf format
- Initial Council Action – Date: March 22nd
- Deny
 - Accept

If Accepted:

- 60-90 days*
- Review Fee: \$400.00
 - List of all property owners with their addresses within the boundary of proposed annexation.
 - Legal description of property to be annexed by a licensed surveyor.
 - 5 copies of the annexation area (24x36)
 - One 11x17 and mylar copy of the annexation area
 - Legal description given to city on a disk in Word Perfect format (.wpd)
 - Petition Certification Date: _____

Filing Requirements

The annexation petition shall be filed with the City Recorder and **must** including the following:

- Signatures of owners of private real property covering:
 - Majority of the private land area within the area proposed for annexation,
 - At least 1/3 of the value of all private real property according to the last assessment roll for Utah County taxes within the area proposed for annexation,
- An accurate plat or map An accurate plat or map (11x17), prepared by a licensed surveyor, of the area proposed for annexation.
 - Provide legal description of the area
 - 3.5-inch disk containing legal description in Word Perfect word processing format.
 - Note on the map all special districts, school districts, and any other taxing districts within the area proposed for annexation.
 - Show any district boundaries which border on or bisect the area.
 - A CAD file of the annexation on a 3-½ inch disk, CD or email in an AutoCAD or .dxf format. The CAD file of the annexation must be drawn from an accurate field survey in the NAD27 State Plane Coordinate System with a tie to a section corner.
- Designate up to 5 of the signers of the petition as sponsors, one of whom shall be designated as the contact sponsor.

Annexation Process

After the City Recorder receives the request, the item is placed on a City Council Agenda where the Council will decide if they would like to investigate annexing the property into the City. If the Council decides to proceed with the petition, the Council will instruct city staff to research the annexation.

If the City Council decides to investigate the annexation staff will study the annexation area. During the study process the Development Review Committee (DRC) will review the request and make a recommendation to the Planning Commission. The Planning Commission will then hold a meeting and make a recommendation to the City Council on the annexation. The City Council will then schedule a public hearing on the annexation and either approve, approve with conditions, or deny the request.

Depot Annex. Map

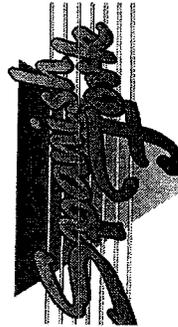


1 Inch equals 312 Feet

Legend

-  Site Pictures
- Roads**
 -  Not Paved
 -  Paved
 -  Railroad
 -  Rivers
 -  Buildings
 -  County_SF_Parcel
 -  Spanish Fork Boundary

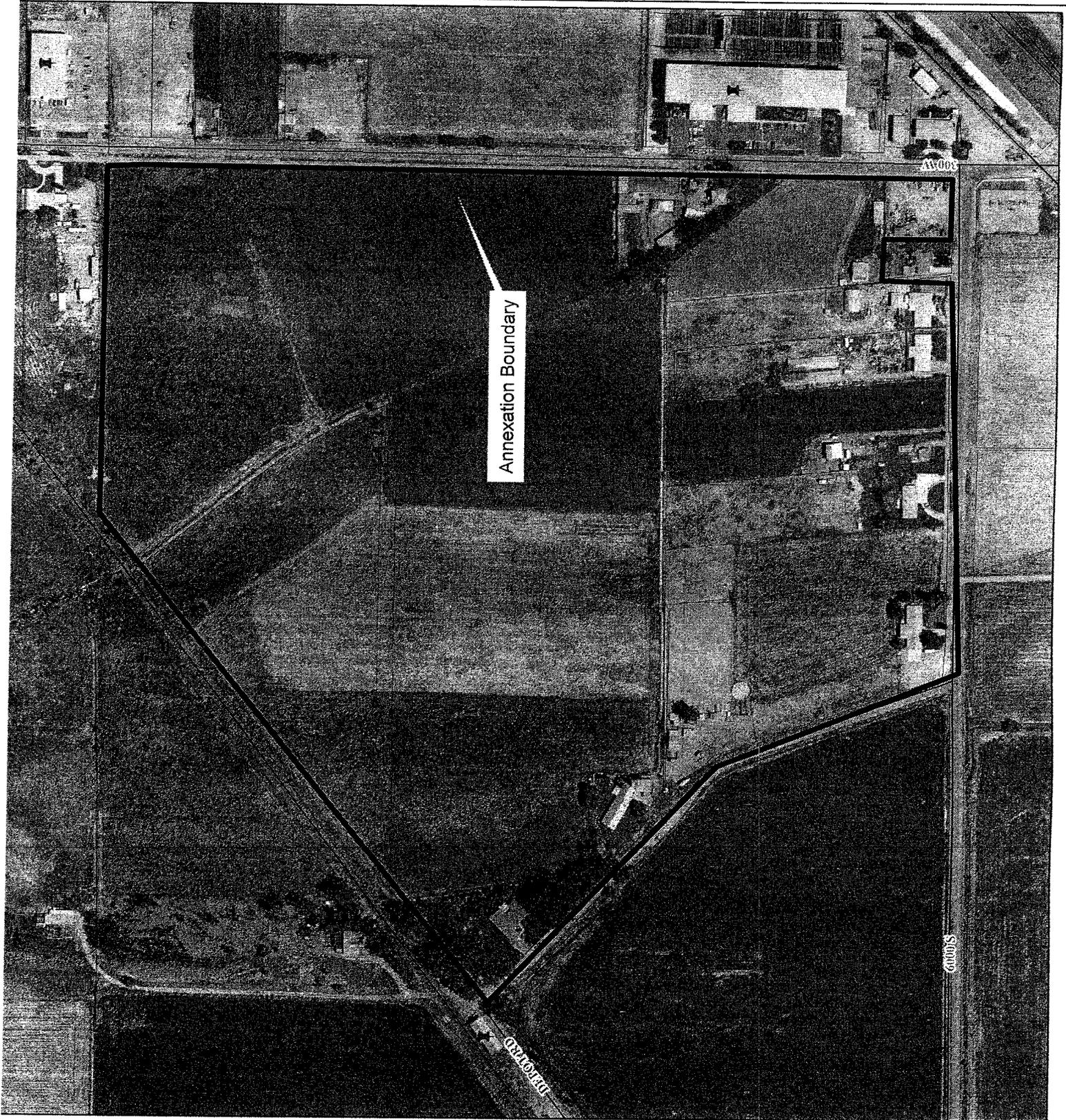
9/29/2004



Geographic Information Systems

Spanish Fork City GIS
40 South Main Street
Spanish Fork, UT 84660
(801) 798-5000

Disclaimer: Spanish Fork City makes no warranty with respect to the accuracy, completeness, or usefulness of these maps. Spanish Fork City assumes no liability for direct, indirect, special, or consequential damages resulting from the use or misuse of these maps or any other information contained herein. Portions may be copied for incidental uses, but may not be resold.



CONTRACT

Come now the parties hereto, Spanish Fork City (City) and Nebo School District Board of Education (Nebo) and hereby contract, covenant, and agree as follows:

RECITALS

WHEREAS, Nebo owns or otherwise has the right to use internet addresses known as "IP addresses;" and

WHEREAS, Nebo does not need all the addresses it has available to it; and

WHEREAS, City has need of IP addresses to more effectively operate its broadband telecommunications system;

NOW THEREFORE, City and Nebo agree as follows:

TERMS

1. Nebo will assign to City for use in its SFCN broadband telecommunications system 4096 IP addresses.
2. City will pay to Nebo the sum of \$2,500.00 per year for the use of the IP addresses identified in paragraph 1.
3. Nebo will make the IP addresses available to City commencing the 1st day of April, 2005.
4. City will make its annual payment to Nebo by the 15th day of April each year during the term of this contract.
5. This contract shall be for a ten year period commencing April 1, 2005 and terminating March 31, 2015.
6. Notwithstanding paragraph 5, after the first three years of this contract, either party may terminate this agreement by giving 180 days notice.
7. Nebo, from time to time, has additional IP addresses available. Those, too, will be provided to City, provided that Nebo may recall them upon giving 90 days notice. City will pay for additional addresses provided based on the same ratio as the cost of addresses set forth in paragraphs 1 and 2.
8. If Nebo receives notice of illegal acts being perpetrated by a user of an IP address

assigned to City, it shall notify City of the IP address and City shall be obligated to take appropriate action to prevent illegal acts. Each party shall act in a timely manner to protect the continued availability of the IP addresses. City shall hold Nebo harmless from any loss or liability arising from illegal acts perpetrated by a user of an IP address assigned to City.

9. Notices required hereunder are deemed sufficient if deposited in the United States mail, postage prepaid and addressed as follows:

Spanish Fork City
Attn: City Manager
40 S. Main
Spanish Fork City, UT 84660

Nebo School District Board of Education
Attn: Superintendent
350 S. Main
Spanish Fork City, UT 84660

10. This document represents the entire agreement between the parties concerning this subject matter. All prior discussions, negotiations, or agreements are merged herein and superceded hereby.

11. This document may be amended only by a written amendment executed by each of the parties hereto.

12. In the event of breach of this agreement, the non-breaching party shall be entitled to an award of attorney fees for enforcing the terms of the contract.

DATED this ____ day of March, 2005

SPANISH FORK CITY by:

DALE R. BARNEY, Mayor

Attest:

Kent R. Clark, City Recorder

NEBO SCHOOL DISTRICT BOARD OF
EDUCATION by:

KAYE WESTWOOD, President

Attest:

Tracy D. Olsen, Business Manager

COLLECTION AGREEMENT

This agreement is entered into between Mountain Land Collections, Inc., located at P.O. Box 1280 American Fork, Utah, 84003 (Mountain Land) and Spanish Fork City, located at 40 S. Main St., Spanish Fork, Utah, 84660 (City).

All money collected for City by Mountain Land will be deposited to a trust account as soon as received and held there until it is remitted to City. Money will be remitted no later than 15th of the following month.

Any payments from assigned debtor made directly to City are covered under this agreement and are subject to the contingency fees listed below. Mountain Land is to be notified within three business days of any such payment received so it can maintain compliance with the Fair Debt Collection Practices Act.

Mountain Land agrees that no legal action will be initiated within the State of Utah for any account turned over to Mountain Land by City, rather, all such accounts shall be returned to City to pursue legal action. If Mountain Land has judgment on one of City's accounts, and City requests the account be canceled and returned, Mountain Land will be entitled to regular commission and fees from City.

This contract can be canceled by either party with a written notice to the other party. Mountain Land will be allowed 30 days to close and return accounts.

The following Contingency fees apply to accounts collected:

- 31% Regular, including skip tracing
- 40% Legal
- 50% Forward

The contact person for each party shall be the following persons, at the addresses shown above:
Mountain Land, Mica Talbot, 801-492-1596
Spanish Fork City, Claire White, 801-798-5000 ext.12

DATED this ____ day of March, 2005

SPANISH FORK CITY by:

DALE R. BARNEY, Mayor

Attest:

KENT R. CLARK, City Recorder

MOUNTAIN LAND COLLECTIONS, INC. by:

, President



**MEMO
SPANISH FORK CITY
PUBLIC WORKS DEPARTMENT**

DATE: March 17, 2005

TO: Mayor Barney and City Council

FROM: Richard J. Nielson, Assistant Public Works Director

RE: Municipal Wastewater Planning Program

Each year the State of Utah sends this packet to the City for the purpose of reviewing the sewer system. We are also required to present to the City Council so that the Council is aware of the condition of the sewer system.

STATE OF UTAH

MUNICIPAL WASTEWATER PLANNING PROGRAM

SELF-ASSESSMENT REPORT

FOR

SPANISH FORK CITY

2004



Resolution Number _____

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that *SPANISH FORK CITY* informs the Water Quality Board the following actions were taken by the *CITY COUNCIL*

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2004.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (If Applicable)

Passed by a (majority) (unanimous) vote on

(date)

Mayor/Chairman

Attest: Recorder/Clerk

Municipal Wastewater Planning Program (MWPP) Financial Evaluation Section

Owner Name: *SPANISH FORK CITY*

Name and Title of Contact Person:

Richard Nielson

Assistant Public Works Director

Phone: *(801) 798-5000 x26*

PLEASE SUBMIT TO STATE BY: APRIL 1, 2005 (fools day!)

Mail to: MWPP - Department of Environmental Quality
Division of Water Quality
288 North 1460 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : 538-6146

NOTE: This questionnaire has been compiled for your benefit by a state sponsored task force comprised of representatives of local government and service districts. It is designed to assist you in making an evaluation of your wastewater system and financial planning. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please call Sid Curnow, Utah Division of Water Quality: (801) 538-6070.

I. Definitions: The following terms and definitions may help you complete the worksheets and questionnaire:

User Charge (UC) - A fee established for one or more class(es) of users of the wastewater treatment facilities that generate revenues to pay for costs of the system.

Operation and Maintenance Expense - Expenditures incurred for materials, labor, utilities, and other items necessary for managing and maintaining the facility to achieve or maintain the capacity and performance for which it was designed and constructed.

Repair and Replacement Cost - Expenditures incurred during the useful life of the treatment works for obtaining and installing equipment, accessories, and/or appurtenances necessary to maintain the existing capacity and the performance for which the facility was designed and constructed.

Capital Needs - Cost to construct, upgrade or improve the facility.

Capital Improvement Reserve Account - A reserve established to accumulate funds for construction and/or replacement of treatment facilities, collection lines or other capital improvement needs.

Reserve for Debt Service - A reserve for bond repayment as may be defined in accordance with terms of a bond indenture.

Current Debt Service - Interest and principal costs for debt payable this year.

Repair and Replacement Sinking Fund - A fund to accumulate funds for repairs and maintenance to fixed assets not normally included in operation expenses and for replacement costs (defined above).

Part I: OPERATION AND MAINTENANCE

Complete the following table:

Question	Points Earned	Total
Are revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs <u>at this time</u> ?	YES = 0 points NO = 25 points	0
Are the projected revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs for the <u>next five years</u> ?	YES = 0 points NO = 25 points	0
Does the facility have sufficient staff to ensure proper O&M?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for repair & replacement costs?	YES = 0 points NO = 25 points	0
Is the repair & replacement sinking fund adequate to meet anticipated needs?	YES = 0 points NO = 25 points	0
TOTAL PART I =		0

Part II: CAPITAL IMPROVEMENTS

Complete the following table:

Question	Points Earned	Total
Are present revenues collected sufficient to cover all costs and provide funding for capital improvements?	YES = 0 points NO = 25 points	25
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next five years</u> ?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next ten years</u> ?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <u>next twenty years</u> ?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for future capital improvements?	YES = 0 points NO = 25 points	0
TOTAL PART II =		25

Part III: GENERAL QUESTIONS

Complete the following table:

Question	Points Earned	Total
Is the wastewater treatment fund a separate enterprise fund/account or district?	YES = 0 points NO = 25 points	0
Are you collecting 95% or more of your sewer billings?	YES = 0 points NO = 25 points	0
Is there a review, at least annually, of user fees?	YES = 0 points NO = 25 points	0
Are bond reserve requirements being met if applicable?	YES = 0 points NO = 25 points	0
TOTAL PART III =		0

Part IV: PROJECTED NEEDS

Estimate as best you can the following:

	2005	2006	2007	2008	2009
Cost of projected capital improvements (in thousands)	100	240	170	2034	170

Point Summation

Fill in the values from Parts I through III in the blanks provided in column 1. Add the numbers to determine the MWPP point total that reflects your present financial position for meeting your wastewater needs.

Part	Points
I	0
II	25
III	0
Total	25

Municipal Wastewater Planning Program (MWPP) Collection System Section

Owner Name: SPANISH FORK CITY
Name and Title of Contact Person:

Richard J. Nielson

Assistant Public Works Director

Phone: (801) 798-5000 x26

PLEASE SUBMIT TO STATE BY: APRIL 1, 2005 (fools day!)

Mail to: Department of Environmental Quality
Division of Water Quality
288 North 1460 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : 538-6146

Form completed by

Richard J. Nielson

Part I: SYSTEM AGE

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

Year 1930

B. What is the oldest part of your present system ?

Oldest part 75 years

Part II: BYPASSES

A. Please complete the following table:

Question	Number	Points Earned	Total Points
How many days in the past year was there a bypass, overflow or basement flooding by untreated wastewater in the system due to rain or snowmelt?	0	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
How many days in the last year was there a bypass, overflow or basement flooding by untreated wastewater due to equipment failure? (except plugged laterals)	2	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	10
TOTAL PART II =			10

B. Please specify whether the bypasses was caused a contract or tributary communities, etc.

2 main line backups were caused by build-up
in the lines

Part III : NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10 - 20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
Have you experienced any upset due to septic haulers?	No = 0 points Yes = 10 points	0
TOTAL PART III =		0

B. Approximate number of new residential sewer connections in the last year

300 new residential connections

C. Approximate number of new commercial/industrial connections in the last year

73 new commercial/industrial connections

D. Approximate number of new population serviced in the last year

1075 new people served

Part IV: OPERATOR CERTIFICATION

A. How many treatment system operators are currently employed by your facility?

11 treatment system operators employed

B. What is/are the name(s) of your DRC operator(s)?

Marvin Banks

C. You are required to have the DRC operator(s) certified at *GRADE III*.

What is the current grade of the DRC operator(s)? IV

D. State of Utah Administrative Rules require all operators considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class.

Not Certified 6

Small Lagoons _____

Collection I _____

Collection II 3

Collection III _____

Collection IV 2

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	0
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	10
TOTAL PART IV =		10

Part V: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	0
Is it written?	Yes = 0 points No = 20 points	0
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	0
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	0
Do you have a written safety plan?	Yes = 0 points No = 20 points	0
TOTAL PART V =		0

Part VI: SUBJECTIVE EVALUATION

This section should be with the system operators.

A. Describe the physical condition of the sewer collection system: (lift stations, etc. included)

The system is in generally good condition. There are some areas with old piping that allows for inflow/infiltration.

B. What sewerage system improvements does the community have under consideration for the next 10 years?

Over the next 10 years, several blocks of aging sewer main will be replaced

Part VI: SUBJECTIVE EVALUATION (cont.)

C. Explain what problems, other than plugging have you experienced over the last year

Experiencing some inflow/infiltration in the system

D. Is your community presently involved in formal planning for system expansion/upgrading? If so explain.

Yes, Spanish Fork City has a written plan to replace the aging sewer system over the 25-30 years

E. How many times in the last year were there sewage in basements at any point in the collection system for any reason, except plugging of the lateral connections?

2 times sewage was in basements

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

ALWAYS SOMETIMES _____ NO _____

If they do, what percentage is paid?

approximately 100 %

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

YES _____ NO

POINT SUMMATION

Fill in the values from Parts II through V in the blanks provided in column 1. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
II	10
III	0
IV	10
V	0
Total	20

Municipal Wastewater Planning Program (MWPP) Mechanical Plant Section

Owner Name: *SPANISH FORK CITY*

Name and Title of Contact Person:

Phone:

PLEASE SUBMIT TO STATE BY: APRIL 1, 2005 (fools day!)

Mail to: Department of Environmental Quality
Division of Water Quality
288 North 1460 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : 538-6146

Form completed by
Dennis R. Sorenson

Part I: INFLUENT INFORMATION

A. Please list the average design flow and average design BOD₅ and TSS loading for your facility.

	Average Design Flow (MGD)	Average Design BOD ₅ Loading (lbs/day)	Average Design TSS Loading (lbs/day)
Design Criteria	4.9 MGD	7356	7356
90% of the Design Criteria	4.4	6620	6620

B. Please list the average monthly flows in millions of gallons per day (MGD) and BOD₅ and TSS loadings in milligrams per liter (mg/L) **received** at your facility during 2004. (Calculate the BOD₅ and TSS loadings in pounds per day (lbs/day)).

Month	(1) Average Monthly Flow (MGD)	(2) Average Monthly BOD ₅ Concentration (mg/L)	(3) Average BOD ₅ Loading (lbs/day) ¹	(4) Average Monthly TSS Concentration (mg/L)	(5) Average TSS Loading (lbs/day) ²
January	3.4	179	5076	147	4168
February	4.1	219	7488	171	5847
March	4.6	166	6368	160	6138
April	3.8	178	5641	171	5419
May	3.0	223	5579	175	4379
June	2.8	187	4367	164	3830
July	3.2	142	3790	132	3790
August	3.0	154	3853	132	3303
September	2.9	164	3967	134	3241
October	3.2	194	5177	172	5177
November	3.0	146	3653	165	4128
December	3.1	142	3671	156	3671
Average	3.3	174.5	4886	156.6	4383

¹ BOD₅ Loading (3) = Average Monthly Flow (1) x Average Monthly BOD₅ Concentration (2) x 8.34

² TSS Loading (5) = Average Monthly Flow (1) x Average Monthly TSS Concentration (4) x 8.34

Part I. INFLUENT INFORMATION (cont.)

C. Refer to the information in A & B to determine a point value for your facility. Please enter the points for each question in the blank provided.

Question	Number	Points Earned	Total Points
How many times did the average monthly flow (Part B., Column 1) to the wastewater facility exceed 90% of design flow?	1	0 = 0 points 1 - 2 = 10 points 3 - 4 = 20 points 5 or more = 30 points	10
How many times did the average monthly flow (Part B., Column 1) to the wastewater facility exceed the design flow?	0	0 = 0 points 1 - 2 = 20 points 3 - 4 = 40 points 5 or more = 60 points	0
How many times did the average monthly BOD ₅ loading (Part B., Column 3) to the wastewater facility exceed 90% of the design loading?	1	0-1 = 0 points 1 - 2 = 10 points 3 - 4 = 20 points 5 or more = 30 points	10
How many times did the average monthly BOD ₅ loading (Part B., Column 3) to the wastewater facility exceed the design loading?	1	0 = 0 points 1 - 2 = 20 points 3 - 5 = 40 points 5 or more = 60 points	20
TOTAL PART I =			40

Part II: EFFLUENT INFORMATION

A. Please list the average monthly BOD₅, TSS, Ammonia (NH₃), monthly maximum Cl₂, minimum monthly DO, and 30-day geometric averages for Fecal and Total Coliform, produced by your facility during 2004.

Month	(1) BOD ₅ (mg/L)	(2) TSS (mg/L)	(3) Fecal Coliform (#/100 mL)	(4) Total Coliform (#/100 mL)	(5) Cl ₂ (mg/L)	(6) DO (mg/L)	(7) NH ₃ (mg/L)
	Whole Numbers Only				One Decimal Place Only		
January	15	11	3	23	0.1	7	12.3
February	39	8	10	60	0.11	5.3	12.7
March	20	7	3	35	0.33	5	9.5
April	10	7	3	25	0.14	5	9.6
May	8	6	3	46	0.09	5.3	7.3
June	7	5	3	30	0.09	5	7.4
July	9	11	4	127	0.4	5	7.06
August	14	17	14	276	0.17	5	10.8
September	10	8.5	5	53	0.08	4.3	13.
October	10	7.5	3	45	0.16	5	7.3
November	6	7	3	72	1.95	5	9.7
December	8	9	3	13	1.95	5	11.6
Average	13	10.3	4	47.5	0.5	5.2	9.9

B. Please list the monthly average permit limits for the facility in the blanks below.

	BOD ₅ (CBOD ₅) (mg/L)	maximum Cl ₂ (mg/L)	NH ₃ (mg/L)	minimum DO (mg/L)
Monthly Permit Limit	25	2.0	18	4.0
80% of the Permit Limit	20	1.6	14.4	4.8

Part II: EFFLUENT INFORMATION (cont.)

- C. Refer to the information in A & B and your operating reports to determine a point values for your facility.

Question	Number	Points Earned	Total Points
How many months did the effluent BOD ₅ (CBOD ₅) exceed 80% of monthly permit limit?	1	0 - 1 = 0 points 2 = 5 points 3 = 10 points 4 = 15 points 5 or more = 20 points	0
How many months did the effluent BOD ₅ (CBOD ₅) exceed the monthly permit limits?	1	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	10
How many months did the effluent TSS exceed 20 mg/L?	0	0 - 1 = 0 points 2 = 5 points 3 = 10 points 4 = 15 points 5 or more = 20 points	0
How many months did the effluent TSS exceed 25 mg/L?	0	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	0
How many times did the Cl ₂ exceed permit limit?	0	0 = 0 points 1 - 2 = 15 points 3 or more = 30 points	0
How many times did the NH ₃ exceed permit limits?	0	0 = 0 points 1 - 2 = 15 points 3 or more = 30 points	0
How many times did the DO not meet permit limit?	0	0 = 0 points 1 - 2 = 15 points 3 or more = 30 points	0
How many months did the 30-day fecal coliform exceed 200 #/100 mL?	0	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	0
How many months did the 30-day total coliform exceed 2,000 #/100 mL?	0	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	0
TOTAL PART II =			10

Part III: FACILITY AGE

In what year were the following process units constructed or underwent a major upgrade?
To determine a point score subtract the construction or upgrade year from 2004.

Points = Age = Present Year - Construction or Upgrade Year.

Enter the calculated age below.

If the point total exceeds 20 points, enter only 20 points.

Unit Process	Current Year	Construction or Last Upgrade Year	Age = Points
Headworks	2004	2002	2
Primary Treatment	2004	2003	1
Secondary Treatment	2004	2003	1
Solids Handling	2004	2002	2
Disinfection	2004	1996	8
TOTAL PART III (not greater than 20) =			14

Part IV: BYPASSES

Please complete the following table:

Question	Number	Points Earned	Total Points
How many days in the past year was there a bypass or overflow of untreated wastewater due to high flows?	0	0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points 4 = 20 points 5 or more = 25 points	0
How many days in the last year was there a bypass or overflow of untreated wastewater due to equipment failure?	0	0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points 4 = 20 points 5 or more = 25 points	0
TOTAL PART IV =			0

Part V: SOLIDS HANDLING

A. Please complete the following table:

Current Disposal Method (check all that apply)	Points Earned	Total Points
Landfill	Class B = 0 points < Class A = 50 points	0
Land Application	Site Life 0 - 5 years = 20 points 5 - 10 years = 10 points 10 - 20 years = 0 points	20
Give Away/Distribution and Marketing	Class A = 10 points Class B = 20 points	0
TOTAL PART V =		20

Part VI: NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10 - 20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
Have you experienced any upset due to septic haulers?	No = 0 points Yes = 10 points	0
TOTAL PART VI =		0

Part VI: NEW DEVELOPMENT (cont.)

- B. Approximate number of new residential sewer connections in the last year
_____ new residential connections
- C. Approximate number of new commercial/industrial connections in the last year
_____ new commercial/industrial connections
- D. Approximate number of new population serviced in the last year
_____ new people served

Part VII: OPERATOR CERTIFICATION

- A. How many operators are currently employed by your facility?

3 operators employed

- B. What is/are the name(s) of your DRC operator(s)?

Dennis R. Sorensen IV

Jerry L Hadlock III

- C. You are required to have the DRC operator(s) certified at GRADE III.

What is the current grade of the DRC operator(s)? 4 & 3

- D. State of Utah Administrative Rules require all operators considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class.

Not Certified _____

Treatment I _____

Treatment II _____

Treatment III -Jerry Hadlock

Treatment IV Dennis R Sorensen

Part VII: OPERATOR CERTIFICATION (cont.)

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	0
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	0
TOTAL PART VII =		0

Part VIII: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	0
Is it written?	Yes = 0 points No = 20 points	0
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	0
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	0
Do you have a written safety plan?	Yes = 0 points No = 20 points	0
TOTAL PART VIII =		0

Part IX: SUBJECTIVE EVALUATION

This section should be completed with the facility operators.

A. Do you consider your wastewater facility to be in good physical and structural condition?

YES NO

If NOT, why?

B. What improvements do you think the plant will need in the next 5 years?

More Biological, Sludge Digester, Grit chamber

C. Where there any backups into basements at any point in the collection system in 2004.

YES NO

Why? (do not include backups due to clogged laterals)

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

ALWAYS SOMETIMES NO

If so, what percentage do they pay?

approximately 100 %

POINT SUMMATION

Fill in the values from Parts I through VIII in the blanks provided in column 1. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
I	40
II	10
III	14
IV	0
V	20
VI	0
VII	0
VIII	0
Total	84



MEMO
SPANISH FORK CITY
PUBLIC WORKS DEPARTMENT

DATE: March 8, 2005

TO: Mayor Barney and City Council

FROM: Chris Thompson, Design Engineer

RE: 2005 Sewer Main Replacement Project, 200 North and 200 East

This project is to rebuild the sewer lines in 200 North from 100 East to 200 East and in 200 East from 100 North to 200 North. The vitrified clay sewer main in these streets is in poor condition causing several sewer backups. The proposed PVC sewer is deeper and will better handle the flows from the houses.

As shown on the attached bid tabulation, Kriser Excavation, Inc. was the low bidder for the project. Kriser's references indicated that he performed quality work and was usually fair on change orders. We recommend that the City Council award the bid in the amount of \$104,700 to Kriser Excavation, Inc. Please note that the budget will have to be increased \$4,700 to award this contract. The increased costs for sewer main construction are attributed to higher fuel costs.

SPANISH FORK CITY
2005 Sewer Main Replacement - 200 North & 200 East
Bid Tabulation

NO.	ITEM	UNIT	QTY	Kriser Excavation, Inc.		HE Davis Construction		Condie Construction		Thomas Pipeline		K & P Plumbing		Lyndon Jones Const.	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	8" PVC Sewer Main	LN FT	800	\$85.00	\$68,000.00	\$120.00	\$96,000.00	\$89.44	\$71,552.00	\$112.00	\$89,600.00	\$130.00	\$104,000.00	\$150.00	\$120,000.00
2	48" Cast in Place Sewer Manhole	EACH	2	\$5,000.00	\$10,000.00	\$3,100.00	\$6,200.00	\$3,457.01	\$6,914.02	\$5,000.00	\$10,000.00	\$3,500.00	\$7,000.00	\$3,925.00	\$7,850.00
3	48" Inside Drop Sewer Manhole	EACH	1	\$3,500.00	\$3,500.00	\$2,600.00	\$2,600.00	\$3,087.51	\$3,087.51	\$6,000.00	\$6,000.00	\$4,000.00	\$4,000.00	\$4,750.00	\$4,750.00
4	4" PVC Sewer Lateral	LN FT	350	\$47.00	\$16,450.00	\$26.00	\$9,100.00	\$87.32	\$30,562.00	\$60.00	\$21,000.00	\$125.00	\$43,750.00	\$115.00	\$40,250.00
5	4" PVC Sewer Lateral Connections	EACH	17	\$250.00	\$4,250.00	\$100.00	\$1,700.00	\$295.45	\$5,022.65	\$200.00	\$3,400.00	\$100.00	\$1,700.00	\$950.00	\$16,150.00
6	Spanish Fork City Standard Sewer Stub	EACH	2	\$250.00	\$500.00	\$125.00	\$250.00	\$1,101.37	\$2,202.74	\$300.00	\$600.00	\$500.00	\$1,000.00	\$2,500.00	\$5,000.00
7	Connect to Existing Manhole	EACH	2	\$1,000.00	\$2,000.00	\$300.00	\$600.00	\$713.21	\$1,426.42	\$2,500.00	\$5,000.00	\$1,000.00	\$2,000.00	\$5,000.00	\$10,000.00
				TOTAL	\$104,700.00	TOTAL	\$116,450.00	TOTAL	\$120,767.34	TOTAL	\$135,600.00	TOTAL	\$163,450.00	TOTAL	\$204,000.00



MEMO
SPANISH FORK CITY
PUBLIC WORKS DEPARTMENT

DATE: March 8, 2005

TO: Mayor Barney and City Council

FROM: Chris Thompson, Design Engineer

RE: Transformer Oil Containment Building

This project is to construct a covered storage area for transformers and other electrical equipment containing insulating oil. The EPA requires a facility like this so that any leaking insulating oil may be contained and properly removed.

We also need a storage area for materials that we disburse to contractors. These materials include: street light poles, fixtures, communication boxes and other miscellaneous parts required for city electrical and communications utilities. Instead of constructing a second building for this storage we propose to increase the size of the oil containment building and add a second garage type door on the side of the building to access these materials.

Bid Tabulation:

Fish Construction	\$58,238
Chad Broderick Construction	\$69,247
Howell Steel Buildings	\$69,247
RM Davis Construction	\$73,937
Wasatch West Construction	\$88,026
C & A Construction	\$89,531

We recommend that the City Council award the bid in the amount of \$58,238 to Fish Construction for the construction of the oil containment building. Please note that the budget will have to be increased \$8,238 to allow for the additional storage space. In the end, however, this would be a much more economical way to provide this storage space.

UTAH COUNTY PLATS

NW 1/4 Section

25

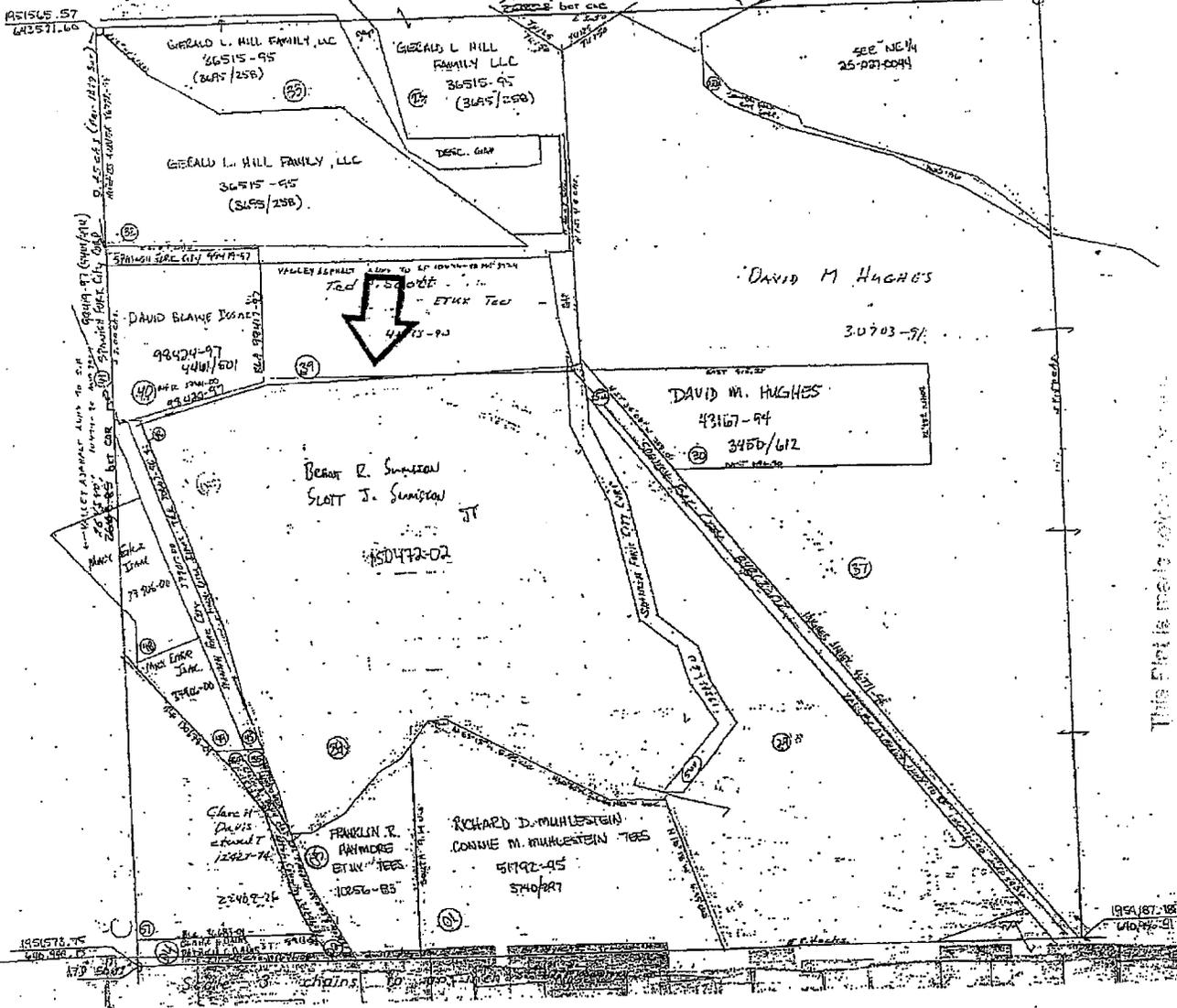
Township

8

South, Range 2 East

Tax Unit 125
25-026 Parcel

DOUG
HEWLETT
423401.61



This Plat is made to show the location of the parcels of existing and proposed land, and the company who owns the liability for verification of the plat.

UTAH COUNTY PLATS

NE 1/4 Section

25

Township

8

South, Range 2 East

Tax Unit 150
25-627 Parcel

00

