

**MINUTES OF THE TAYLORSVILLE-BENNION
IMPROVEMENT DISTRICT BOARD MEETING HELD APRIL 16, 2014**

The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:00 p.m. Wednesday, April 16, 2014 at the District office. Present were Trustees Behunin, Swensen and Russell. Also present were General Manager, Keith Lord; Assistant General Manager, Kevin Fenn; Attorney, Bill Gibbs; Engineer, Paul Hirst; and Secretary, Tami Fullmer. Controller, Mark Chalk was excused. The prayer was offered by Kevin Fenn.

Common Consent Items Minutes Upon review and discussion of the March 24, 2014 Board Minutes the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the March, 2014 Minutes. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Monthly Calendar The General Manager discussed the May Board meeting that will take place Wednesday, May 21, 2014 at 3:00 p.m. All Board members plan to attend.

Trustee's Expense Report The General Manager reviewed the Trustee Expense Report and explained that the enclosed forms were for the Trustee's review.

Financial Report Accounts Payable Discussed: construction/operation and maintenance vouchers 28218 – 28326 for a total of 109 vouchers, with a dollar amount of \$829,975.18; payroll vouchers 2014140 – 201466 and 2014167 – 2014193 for a total of 56 vouchers with a dollar amount of \$151,777.16. Trustee Behunin asked for more clarification on voucher #28239, for Northern Lake Service. Mr. Fenn explained that this is for payment of a lab charge for testing of contaminants that fall under the unregulated contaminate monitoring rule. He said the EPA randomly selects agencies within the United States to perform investigative analysis and monitoring. They then formulate their rules from the test results. They are shipped out of state for testing as Utah does not have a lab in the state that is certified. Trustee Behunin inquired about voucher #28242, for Grand Island. The General Manager explained that this is payment for the company's long term disability insurance. Trustee Behunin asked for clarification on voucher #28245, Sevier Valley Oil Company, which the General Manager explained is the District's gas and diesel delivery service. After a lengthy discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the Accounts Payable report included in the Board Book. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Financials Report The General Manager reviewed the monthly financial report. Documents regarding the financial position of the District were reviewed and discussed. After a thorough review the reports were directed to be appended to the minutes.

Consider approval of certification of delinquent accounts to Salt Lake County Treasurer The General Manager presented the certifications for the month of April, 2014. The Attorney

inquired on how the District becomes aware of a collection on a certification. The General Manager explained that the District receives a letter and money each month from Salt Lake County and the amounts are adjusted to those specific accounts. Most of the tax certification money comes to the District at the time property taxes are due. After discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the certification amount of \$38,258.87. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Manager's Report Jordan Valley Proposed Rate Schedule The General Manager informed the Board of the rates that JVWCD is proposing for the upcoming 2015 year. He highlighted the District's rate which is a 4.5 % reduction and noted that the District is the only entity to have a reduction and the lowest peaking factor allowed. The General Manager noted the District has a low peaking factor throughout the warm summer months because of the efforts of Kevin Fenn and Shawn Robinson who manage and watch the water distribution daily, and at times, hourly. Trustee Swensen recognized the good water management that has been exhibited by District management throughout the years.

Key Indicators 1st Quarter Reports The General Manager reviewed the first quarter Key Indicators for the District. He pointed out the decreased hours reading meters each month. One serviceman is reading meters for the entire District in one work day. The Key Indicators help management pinpoint efficiencies as well as the areas that need improvement. The Board thanked the Manager for this helpful report.

Employee Recognition The General Manager discussed two employees with the Board, Shawn Robinson and Mark Chalk. He explained that Shawn Robinson has a job that was created by Management as they saw a need for a specialist coordinating water distribution, well preservation and large meter accuracy. Shawn has become competent in managing water production and assisting the on-call staff. The General Manager has had Shawn Robinson's position re-evaluated by our consultant and asked the Board to approve an increase from Grade 24 to Grade 25 with a one percent increase in pay effective immediately. After discussion motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve an increase from Grade 24 to Grade 25 for Shawn Robinson along with a one percent pay increase. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

The General Manager reported that Mark Chalk has exceeded the manager's expectations in all work categories and would like to recognize Mark for his efforts with a move from Grade 29 to Grade 31. The General Manager will award Mr. Chalk with a one-half percent increase and add it to his 401K. After discussion the Board gave their verbal approval and no motion was made.

Jordan Valley Grant Proposal Draft The General Manager reported that management is working on a grant application to present to Jordan Valley for the Low Zone/High Zone Landscaping Project. They will meet with Jordan Valley on Monday, April 21, 2014 to talk with them regarding the grant. The District plans to have educational bill boards that will promote the JVWCD Demonstration Gardens and the use of smart water controls.

YMCA Healthy Kids Day participation April 26 The General Manager reported that the District has been invited by the YMCA to participate in their Healthy Kids Day on Saturday, April 26. He has asked Dan McDougal to oversee this project and plans are being made for the District to participate.

Presentation in Taylorsville City Council Meeting May 7 The General Manager reported that he and Richard Bay, General Manager of JWCD, have been asked by Taylorsville City to make a presentation to the Taylorsville City Council on Wednesday, May 7, 2014. He will be explaining who Taylorsville-Bennion Improvement District is and the work done at our facilities. He invited the Board members to attend.

Legal Report Nothing to report.

Operations Report Water Usage & New Connections Mr. Fenn reviewed and discussed the water usage report with the Board and directed the schedules to be appended to the minutes. Trustee Russell explained that it would be timely to remind the District customers when to turn on their sprinklers. Trustee Behunin reported that when bushes or trees are sheared or stubbed water use increases by 200 % to manage their growth in the summer months.

Projects Mr. Fenn reported that the Standard Specifications are in the hands of CRS and are being reviewed. The CIPP/ Slip Lining project is moving forward and the prequalifying packets have been received by four contractors and bids are due May 8. The project will be awarded May 21, 2014 at Board Meeting. The 4100 S Sewer Replacement – Grizzly Gulch Project final design review will be held April 24. Bids are due May 19 and awarded at the May 21, 2014 Board Meeting. There will be a meeting on the investigative and preliminary design phase of the larger portion of the 4100 S Sewer Replacement in July, 2014. The Rawson Well Rehab project is ready to be completed and waiting for the motor representatives from Texas to arrive, which should be this week. The Tank Lid Monitoring/ Sonar project is complete and awaiting recommendations from CRS. The Sewer Condition Study will be done when time permits. The 3900 S Lift Station Grating/Odor Control project has been delayed and awaiting the warranty repair on the coated walls. Bob Wirthlin has received a revised agreement for the Nelson Replacement Well project and together with District Management will negotiate the details. The Barker-Bridgeside Waterline Project is completed and water samples are being tested. The Board thanked Mr. Fenn for his thorough report.

Engineer's Report Change Order re: Barker-Bridgeside Landing Report The Engineer discussed the change order for the Barker-Bridgeside Landing waterline that includes costs for several modifications to the project. He asked that we approve the change order to pay Whitaker Construction the additional amount of \$9,533.70 for a total of \$99,368.56. After discussion motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the change order of an additional \$9,533.70 for a total of \$99,368.56 to Whitaker Construction for the Barker-Bridgeside Landing Project that has been completed. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Jordan Valley Water Conservancy District Report Nothing to report.

Central Valley Water Reclamation Facility Report Nothing to report.

Utah Association of Special Districts Report Nothing to report.

Closed Meeting No closed meeting was needed.

Adjourn The following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To adjourn the April 16, 2014 Board Meeting. The time was 4:28 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Action Items