

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

The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:05 p.m. Wednesday, July 16, 2014 at the District office. Present were Trustees Behunin and Swensen. Also present were General Manager, Keith Lord; Assistant General Manager, Kevin Fenn; Attorney, Bill Gibbs; Engineer, Paul Hirst; Controller, Mark Chalk; and Secretary, Tami Fullmer. Trustee Russell was excused. Shellie McHaley and Megan Watkins, representatives from the Monte Vista Manufactured Home Community, were present as well as employee Steve Webb. The prayer was offered by Trustee Swensen.

**Public Comments** The General Manager introduced Shellie McHaley, general property manager representing Monte Vista Home Community. He explained that the District received a letter from Monte Vista requesting an opportunity to address the Board. Ms. McHaley thanked the Board for the chance to explain the concerns for Monte Vista. She stated that a majority of their community consists of senior citizens that are on fixed incomes and the increased water and sewer availability fees imposed by the District January, 2014, affect Monte Vista in their continued attempt to keep their rental rates low. She requested that their community receive a reduced rate for these fees. After a lengthy discussion the Board thanked Ms. McHaley for her presentation and was excused. After further discussion by the Board motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To deny a request from Monte Vista Home Community to reduce the water and sewer availability fees and requested that the General Manager inform Ms. McHaley of the Board's decision. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

**Employee Service Award Presentation** Chairman Behunin recognized employee Steve Webb, who has been employed for twenty-five years with the District. The Board congratulated Mr. Webb and presented him with a certificate acknowledging his service and dedication to the District.

**Common Consent Items** Minutes Upon review and discussion of the June 30, 2014 Board Minutes the following motion was made by Trustee Swensen seconded by Trustee Behunin:

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

**Monthly Calendar** The General Manager discussed the August board meeting that will take place Wednesday, August 20, 2014 at 3:00 p.m. Trustee Behunin and Swensen plan to attend. The General Manager invited the Board to the Employee picnic to be held Monday, July 21, 2014 at Hidden Village Park. The 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 28636-28845 for a total of 210 vouchers, with a dollar amount of \$806,349.80; payroll vouchers 2014306 – 2014333 and 2014334 – 2014361 for a total of 56 vouchers with a dollar amount of \$160,188.13. After a discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

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 and Swensen.

**Financials Report** The Controller 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 Controller presented the certifications for the month of July, 2014. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the July, 2014 certifications in the amount of \$35,010.39. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

**Manager's Report** Discussion on Domestic and Irrigation Impact Fees The General Manager introduced Matt Millis, from Zion's Bank Public Finance, and explained that he requested that Mr. Millis review the District Water Impact Fee schedule. Specifically, he was to assist District management with a new fee schedule for Domestic and Irrigation Impact Fees. Mr. Millis reported that currently, the District has a way to assess a single family residence, commercial business, non-residential and/or multiple family units but not outdoor irrigation. The new schedule will separate residential and commercial impact fees into an indoor and outdoor fee and address non-residential meters low peak and high peak usage especially as it relates to outside irrigation. He further explained that a better defined policy will also assist the District in calculating fees for areas of re-development in the future. Mr. Millis, along with District management proposed a water impact fee based on meter size. After a lengthy discussion and questions from the Board approval was given to allow Mr. Millis to continue with the water impact fee study analysis and revisit the item at the August Board meeting.

**Consider approval of consultant fee and contract for Non-Standard Impact Fee study** The General Manager recommended that the Board award the consulting contract to Matt Millis of Zion's Bank in the amount of \$5,755 to assess a Non-Standard Impact Fee study. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To award the consulting contract for Non-Standard Impact Fee study to Matt Millis in the amount of \$5,755. The motion passed with the following individuals voting in the affirmative: Trustee Behunin and Swensen.

**Report on break on 1130 West 4800 South** The General Manager reported on the break on 1130 West 4800 South. The break resulted from a ruptured gasket in the joint between two sections of pipe that transports large amounts of water. After investigation the source of the leak was discovered and the part ordered with no customers being out of water. The part was delivered ten days following the break and installed immediately. The effect of the break raised the water pressure for some of the large apartment complexes at the east end of the District. After a lengthy investigation, it was determined that the apartments affected did not have pressure reducing valves installed in their units. One well was shut off to help reduce the pressure and the District was able to continue to supply water. The General Manager complimented the entire staff on the handling of the emergency situation.

**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. **Projects** Mr. Fenn reported regarding the Standard Specifications that the District staff has received documents from CRS and are beginning the review process. The CIPP/ Slip Lining project is planned to begin in September with Layne Inliner as the contractor and a pre-construction meeting is scheduled for August 28, 2014. The 4100 S Sewer Replacement – Grizzly Gulch Project is set to begin July 21, 2014. A kick-off meeting was held at CRS for the 4100 S Sewer Replacement project. The meeting was specifically scheduled for all involved to investigate and identify the utilities and return to a second meeting with a proposed alignment. The Rawson Well Rehab had the pump replaced and motor tested, and waiting for an acceptable BacT. The well has encountered an additional problem of sand blocking the pump. The motor will need to be removed and repaired. The Tank Lid Monitoring/ Sonar project will be reported by the Engineer. The Sewer Condition Study will be completed when time permits. The 3900 S Lift Station Grating/Odor Control project's design is 90% complete and work is to begin on July 28, 2014 for coating the walls. The Nelson Replacement Well project has been negotiated and Bob Wirthlin, along with District management, will execute the agreement. Trustee Swensen inquired about the final price. The General Manager reported that with the exchange of land, the payment to Mr. Wirthlin is \$37,000. The Barker-Bridgeside Waterline project is completed and the final payment made. A retainage fee has been withheld pending the grass growth. The HZ and LZ Landscaping grant from Jordan Valley was approved and District management will be meeting with JWCD management regarding the grant. Mr. Fenn explained he would appreciate advice from Trustee Behunin on suitable plants for the project. The Conservation Plan Update will be taking place in the fall, 2014. The Board thanked Mr. Fenn for the report.

**Engineer's Report** **Report on Reservoir Lid repair project** The Engineer reported that he has met with contractors on how to best proceed with the Reservoir Lid repair. He is trying to look at the cost/benefit of several options. At this time, CRS will continue to investigate and will report at the August Board meeting.

**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.

**Adjourn** The following motion to adjourn was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To adjourn the July, 2014 Board Meeting. The time was 4:55 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

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## **Action Items**

- Domestic and Irrigation Impact Fee plan
- Reservoir Lid Repair