

**MINUTES OF THE TAYLORSVILLE-BENNION
IMPROVEMENT DISTRICT BOARD MEETING HELD JANUARY 19, 2011**

1. The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held Wednesday, January 19, 2011. Present were Trustee Behunin, Trustee Swensen and Trustee Russell. Also present were General Manager, Keith Lord; Assistant Manager, Kevin Fenn; Attorney, Bill Gibbs; Engineer, Paul Hirst; and Secretary, Tami Fullmer. The prayer was offered by Gary Swensen.

2. **Election of Board officers** It was proposed that each Board Member retain their current position. Motion was made by Trustee Swensen seconded by Trustee Russell and unanimously approved that Ben Behunin remain as the Chairman, Gary Swensen the Treasurer, and Don Russell the Clerk. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

3. **Common Consent Items** Minutes Upon review of the December 21, 2010 Board Meeting minutes motion was made by Trustee Swensen seconded by Trustee Russell and unanimously approved the December minutes. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Monthly Calendar of Events The General Manager discussed the passing of Linda Dawson, wife of employee Ron Dawson. He noted that a flower arrangement was sent from the Board and Employees of the District.

Engineer Paul Hirst presented to the Board a framed graph that detailed each existing well in the District. The location where it will be hung is to be determined. The Board expressed gratitude for the Engineers' effort and complimented him on a very good visual rendering of the well geology and construction.

Trustee Swensen expressed an interest in touring the well and reservoir sites with the managers and engineer. Mr. Fenn will schedule a date in the early spring that will accommodate the Board.

Trustee Behunin discussed the February Board Meeting and each Trustee planned to be in attendance. The General Manager noted the Rural Water Users Conference is scheduled for the first week of March for those who want to attend.

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

4. **Accounts Payable** Discussed: construction/operation and maintenance vouchers 22987 - 23120 for a total of 134 vouchers; with a dollar amount of \$720,034.05; payroll vouchers 2010622 - 2010648 and 2011000 - 2011026 for a total of 52 vouchers with a dollar amount of \$137,883.30. Trustee Behunin asked for clarification on automotive supplies purchased; Trustee Swensen asked about the gratuity for the employee Christmas dinner and Trustee Russell asked for additional information on the water break repair done by RDJ Construction. The Trustees were satisfied with the explanations to their specific questions. Motion was made by Trustee Russell seconded by Trustee Swensen and unanimously approved the accounts payable. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

5. **Financial Report** Documents regarding the financial position of the District were reviewed and discussed for January, 2011. After a thorough review of the report as contained in the Board Book, it was directed to be appended to the minutes.

6. **Approve Certification** Mr. Lord discussed the Certification amount for the month of January and proposed that it be approved in the amount not to exceed \$39,782.92. Motion was made by Trustee Swensen seconded by Trustee Russell and unanimously approved the Certification amount. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

7. **Water Usage New Connection, Payment History Recap, Well Production Report, Booster Station Report, Lift Station Report, Comparative Analysis of Water Sold Water and Sewer Connection Report, Well Production Cost Report.** The Board reviewed and discussed the reports and directed the schedules to be appended to the minutes.

8. **Construction and Operations Report Tank Dive** The dive and inspection of all the reservoirs is now complete with concerns found in four of the tanks. The District staff and the Engineers are monitoring this and paying attention to any problems that could occur. The next step will be a walk-through on the bottom of the tanks by management. Some money was withheld from the dive company to pay for landscape repairs that was caused when their vehicle became stuck attempting to get out of the mud at the reservoir site.

Barker East Well Rehabilitation It was reported that the project is steadily progressing and the engineer is attempting a variety of different treatments.

Winter Work Mr. Fenn reported that the employees are busy rebuilding the equipment and getting ready for the upcoming spring and summer seasons.

9. **Legal Report** Attorney Bill Gibbs explained that the Utah State Legislature will be in session within the week. He indicated that there are some representatives more friendly to the District than others and that he will be working hard to stay on top of the bills to make sure they are being placed in the hands of the legislators who can help pass the specific bills. The water committee is meeting each week during the legislative session and the main concern is making sure that questionable bills do not pass.

The Attorney reported that the State Engineer wants to list on their website every water user owner and their specific water rights. He expressed a concern of the impact this information would create and suggested the District seek to find a solution, possibly involving Don Barnett, to supply information and work with the Engineer.

10. **Manager's Report Septic Tank Report** The General Manager explained that he was directed to compile a list of all septic tank users for the Board. He explained that most of the homeowners of these properties would pay a high price to connect their properties to the District's sewer mains because of various problems.

Conference Training Schedule 2011 The General Manager discussed the upcoming 2011 Conference Schedule with a breakdown of the costs for each event. The schedule was presented for information and planning purposes.

Discuss Website Enhancements The General Manager discussed a request by Trustee Russell to enhance the Taylorsville-Bennion website. Trustee Russell suggested more transparency, more history, and give the reader a quick tour of the District and its goals. Lance Fisher, IT Manager, presented a variety of ideas to improve and update the District site. After much discussion the Board agreed that most customers would like to view occasional updates and basic

information about their personal account and methods to pay their water and sewer bill. The Board thanked Lance for the information he presented.

Discuss salary and wage study by outside consultant The General Manager explained that it has been over twenty years since the District had a salary and wage analysis done by an outside source and wants to propose that the Board consider hiring a consultant this year or in 2012. The Manager proposed to use the firm of Mike Swallow of Personnel Systems and Services, who also operates a program called Technet, which the District and several other districts use to gather and compare salaries and job descriptions. The cost quoted for the service which includes an in-depth review of job descriptions, salaries, comparisons to the job market and software program is between \$10,000 and \$12,000. After much discussion motion was made by Trustee Swensen seconded by Trustee Russell and unanimously approved to hire the proposed consultant to study the District's wages and job descriptions. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

11. **Engineers Report Bid Opening on Tanks** The Engineer discussed the bids received on the new reservoir tank. The initial bids received from Build, Inc. and Gerber Construction were considered to be unbalanced. The Engineer and General Manager made the decision to reject the bids and re-bid the project a second time with additional provisions. The second bid opening took place on this date, January 19, 2011. The Engineer recommended that the project be awarded to Build, Inc. in the amount of \$2,442,000.00. In addition, he asked that the Board allow management a change order allowance of fifteen percent (15%) so that necessary changes can be made as needed and the work can continue to progress. The expected completion date is January, 2012. Motion was made by Trustee Russell seconded by Trustee Swensen and unanimously approved to award the Middle Zone contract to Build, Inc for \$2,442,000.00 with the approved change order. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Review on-going projects The Engineer reviewed several on-going projects within the District to update the Board.

12. **Jordan Valley Water Conservancy District** Trustee Swensen discussed the CUP project concerns because of the Federal budget set at zero (\$0). The Utah Congressional delegation is concerned and aware of the needs of the project.

Trustee Swensen explained that Jordan Valley is remodeling and are evaluating additional ways they can offer safety to their employees. He suggested that the District consider additional safety measures for their staff.

Trustee Swensen noted that the Federal Government plans to pass legislation revising the level of fluoride that should be added to the water supply. Mr. Fenn explained that Salt Lake County has already reduced the fluoride levels and the District is in compliance with both the County and proposed Federal guidelines.

13. **Central Valley Water Reclamation Facility** Trustee Behunin explained that Reed Fisher, the General Manager, is retiring this year. Tom Hollstrom will be the new manager and is working with Reed to make a smooth transition.

The General Manager invited the Board to attend a Work Session on the Central Valley formulas, rate settings and the various ways the District participates in the plant. He will call the members with the date and time.

Motion was made by Trustee Swensen seconded by Trustee Russell and unanimously approved Ben Behunin to continue to serve as the District Representative to Central Valley Water

Reclamation Facility. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

14. **Public Comment** No public was in attendance.

15. **Adjourn** Motion was made by Trustee Russell seconded by Trustee Swensen and unanimously approved to adjourn the January Board Meeting. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

ACTION ITEMS