

**MINUTES OF THE TAYLORSVILLE-BENNION
IMPROVEMENT DISTRICT BOARD MEETING HELD AUGUST 20, 2014**

The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:02 p.m. Wednesday, August 20, 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; Controller, Mark Chalk; and Secretary, Tami Fullmer. Also present was Tom Holstrom, General Manager of Central Valley Water Reclamation Facility; Matt Millis, Zion's Bank Finance, and Kirstin Heinz, Engineer representing Taylorsville City, as well as District employees Sharon Bridge and Dennis Nielsen. The prayer was offered by Tami Fullmer.

Employee Service Award Presentation Chairman Behunin recognized employees Sharon Bridge, who has been employed for five years; and Dennis Nielsen and Tami Fullmer, both employed for twenty years with the District. The Board congratulated each of the employees and presented them with a certificate acknowledging their service and dedication to the District.

Common Consent Items Minutes Upon review and discussion of the July 16, 2014 Board Minutes the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the July, 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 September board meeting that will take place Wednesday, September 17, 2014 at 3:00 p.m. Trustee Behunin, Swensen and Russell plan to attend. He also reminded the Board of the upcoming Strategic Planning Meeting to be held Thursday, September 4, 2014. The meeting will begin at 7:30 a.m. at the District offices and continue through the day. The Board members plan to be in attendance.

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

Manager's Report Presentation by Tom Holstrom, General Manager CVWRF The General Manager introduced Tom Holstrom, General Manager of Central Valley Water Reclamation Facility, who addressed the Board members regarding a project that they and ALPRO Energy and Water, a private and public partnership, are considering. ALPRO would supply energy rich bio-solids to Central Valley which would be converted by their digesters to form methane gas. The methane gas would be used to create energy to be used within the plant or sold for profit. The benefits would be to create additional revenues and keep waste materials from filling the landfill. Central Valley and ALPRO are in the process of drafting an agreement between the two. The possible time line to break ground is Spring, 2015 and production to begin in 2016. The Board thanked Mr. Holstrom for the thorough and informative report.

Impact Fee Presentation by Matt Millis, Zions Bank Financial The General Manager welcomed Matt Millis with Zions Bank Financial, who presented the Water Impact Fee Update. Matt

reported that the District has determined that the current method of assessing water impact fees needs improvement and has determined to pursue an impact fee based on meter size. This method will result in a more simple approach of determining the impact of a new connection and future redevelopment. The basic residential home is estimated to use 18 gallons per minute at its peak use throughout the year. This is based on the last two years of peak use throughout the District. The proposed fee is \$1,778 per single family home which is a reduction of \$148 for each connection. Mr. Millis introduced a proposed impact fee schedule that includes residential and non-residential connections based upon the potential flow of 18 gallons per minute. In order to update the fee schedule the District will need to post a notice of public hearing, placed in newspapers, local libraries and Taylorsville City offices for the public's review. A public hearing would take place 14 days following the notice. The Impact fee will be in effect 90 days after Board's adoption of the resolution. After a lengthy discussion the Board agreed to hold a public hearing at the next scheduled Board meeting on September 17, 2014. The Board thanked Mr. Millis for his thorough and informative report.

Taylorsville City proposed road alignment The General Manager introduced Kirstin Heinz, Engineer representing Taylorsville City who presented a proposal to construct a road east of the District property to connect through to Salt Lake Community College. The Casa Linda apartments will be demolished in order for the road to be built, as well as using a portion of District property on the east. Ms. Heinz explained the project is in the preliminary stages and the City wants to address any concerns or questions the Board may have. Trustee Swensen asked for the more definitive time table for the project. Trustee Behunin asked if Taylorsville City or UTA was proposing this access and Ms. Heinz explained that both were interested. The General Manager asked the Board to consider the proposal and be willing to work with the City. The Board thanked Ms. Heinz for her informative presentation.

Strategic Planning meeting agenda The General Manager discussed the upcoming Strategic Planning Meeting which all of the Board plan to attend.

Resolution No. 14-05 Member Agency Conservation Funding Agreement The General Manager presented Resolution No. 14-05, wherein Taylorsville-Bennion Improvement District enters into an agreement with Jordan Valley Water Conservation District to receive a grant for installing water wise fixtures and landscaping at identified reservoir sites according to the terms set forth in the "Member Agency Water Conservation Funding Agreement". The Resolution was signed by Trustee Behunin and Trustee Swensen.

Draft RFP for legal services Attorney Bill Gibbs is planning to resign and the District needs to replace him. The General Manager presented a draft for the Board to review regarding the need for legal services. The Board discussed various ways on how to approach hiring an attorney. Trustee Behunin recommended that a Board Member be on the selection committee. The General Manager explained that he will finalize the RFP and send it out to interested individuals. He will then gather a list of potential candidates to review with the Board. The Attorney agreed to continue until the time when an appropriate transition can be made.

Financial Report Accounts Payable Discussed: construction/operation and maintenance vouchers 28846 – 28958, including voided voucher 28847, for a total of 113 vouchers, with a

dollar amount of \$924,711.45; payroll vouchers 2014362 – 2014389 and 2014390 – 2014417 for a total of 56 vouchers with a dollar amount of \$153,999.97. Trustee Behunin inquired about the large power bill from Murray City. Mr. Fenn explained that Murray City furnishes the power to the Taylorsville East Well. The General Manager noted that Insituform was paid in full plus large payments were made to Central Valley Water Reclamation Facility and Jordan Valley Water Conservation District. After a discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

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 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 August, 2014. Trustee Swensen inquired about the amount of times a person can be certified. Mr. Chalk explained that accounts can be certified every month if necessary. Trustee Behunin asked if the District resorts to turning water off. Mr. Chalk informed him that it's rare to turn water off on a customer, and only done if there is a squatter in the home, or no service agreement. After discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the August, 2014 certifications in the amount of \$36,904.69. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

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 continuing 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 has progressed and the pipe has been laid. The 4100 S Sewer Replacement project is in the investigative design stage. The Rawson Well Rehab project remains the same. The Tank Lid Monitoring and Evaluation Change Orders will be reported by the Engineer. The Sewer Condition Study is close to completion. The 3900 S Lift Station Grating/Odor Control project is waiting for the contractor to begin coating the walls which is scheduled for August 28, 2014. The Nelson Replacement Well project is awaiting Bob Wirthlin to review the final version of the agreement. The Barker-Bridgeside Waterline project is completed and the final payment made. The District will contact the contractor regarding the retainage fee and continued grass growth. The HZ and LZ Landscaping grant from Jordan Valley was approved, the documents were signed today, and District management would like to put this project out for bid and

award within a month's time. It is possible the landscape portion could begin this fall and the project completed Spring, 2015. Mr. Fenn asked for advice from Trustee Behunin on suitable plants for the landscape project. The Board thanked Mr. Fenn for his report.

Sewer Back-up at 4209 W 5855 S Mr. Fenn reported to the Board there was a back-up at the location of 4209 West 5855 South likely caused by a grease blockage. It affected one home and the serviceman on call was able to resolve the problem in a timely manner. The homeowners have been cooperative and the District is attempting to resolve any losses. The General Manager explained that management made the decision not to involve the insurance company.

Engineer's Report Grizzly Gulch Update The Engineer reported that the contractor working on the Grizzly Gulch sewer replacement project encountered problems with the road. The road, which was paved by a private company for the Homeowners Association, was of poor quality, not built to Salt Lake County specifications, and has been pulverized by the construction of the project. Taylorsville City and the District met at the sight to discuss the best solution. The decision made was to rebuild the road at a cost of approximately \$101,000, with the District contributing \$15,000 and the City to pay the balance. The General Manager asked for permission to negotiate up to \$20,000 and will help in keeping good relations with the City. The Board agreed it was important to maintain a good relationship with the City and approved the extra amount if necessary.

Consider approval of Engineering contract: Phases 3 & 4 of Tank Lid investigation The Engineer reported that the District has selected the Xypex products for the concrete protection method. Phase 3 will consist of the bidding process, invite qualified bidders, conduct a pre-bid meeting and CRS will participate in the bid opening with a fee of \$17,897. Phase 4 services include a pre-construction meeting and weekly meetings on site, as well as provide full time construction observation by a CRS inspector for a fee of \$26,350 based upon eight weeks of full time inspection. Because of time constraints the General Manager will contact the Board members by phone to authorize the bid amount. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve Phases 3 & 4 Tank Lid Investigation to CRS Engineers in the amount of \$17,897 for Phase 3 services and the amount of \$26,350 for Phase 4 services for a total of \$44,247. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Jordan Valley Water Conservancy District Report Trustee Swensen reported that JVVCD is attempting to reduce their water consumption by 25% by the year 2025 and has reached a reduction of 15% so far but the last 10% will be the hardest to achieve.

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 Russell seconded by Trustee Swensen:

RESOLVED: To adjourn the August, 2014 Board Meeting. The time was 5:45 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Action Items

- RFP for Attorney Services
- Tank Lid bid opening