

**MINUTES OF THE TAYLORSVILLE-BENNION  
IMPROVEMENT DISTRICT BOARD MEETING AND PUBLIC HEARING  
HELD NOVEMBER 18, 2015**

The Board Meeting and Public Hearing of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 4:00 p.m., Wednesday, November 18, 2015, at the Central Valley Water Reclamation Facility, located at 800 West Central Valley Road, West Valley City, Utah. Present were Trustee Behunin, Trustee Swensen and Trustee Russell. Also present were General Manager, Keith Lord; Assistant General Manager, Kevin Fenn; Assistant General Manager, Mark Chalk; Engineer, Paul Hirst; Attorney, Todd Godfrey; Central Valley General Manager, Tom Holstrom; Central Valley Assistant General Manager, Phil Heck and Secretary, Tami Fullmer. The prayer was offered by Attorney Godfrey.

**Approval of Common Consent Items** October 21, 2015, calendar, upcoming events, and trustees expense report The Board reviewed and discussed the October Board Meeting Minutes. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the October 21, 2015 Board Meeting Minutes. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

**Monthly Calendar** The General Manager discussed the December calendar and noted that the December Board Meeting would begin at 3:00 p.m. with the Budget Hearing to follow at 4:00 p.m. The Board Members plan to be in attendance.

**Administrative Policies and Procedures** Consider adoption of Property and Liability insurance policy The General Manager welcomed Stuart Young and Stephanie Crossley, agents representing USI Insurance, to present the 2016 insurance policy. Mr. Young discussed with the Board that the overall rates have remained similar, and there is very little increase from last year. Some areas of the policy have increased in costs, while others have decreased. After a lengthy discussion the General Manager recommended that the District remain with Arch Insurance with an annual premium of \$91,245.21. The following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the insurance policy for Arch insurance in the amount of \$91,245.21 for 2016 as presented by USI Insurance and recommended by the General Manager. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

**Canvass Trustee Election** The General Manager discussed the 2016 Trustee Election. There were two Trustees that ran unopposed. The District cancelled the election as per State Code.

**Consider approval of Resolution No. 15-11, Declaration of election winner** The General Manager asked for the Board's approval of Resolution No. 15-11, Declaration of the election winner. It was resolved by the Board of Trustees of the Taylorsville-Bennion Improvement District that Gary Swensen and Don Russell be declared winners of the election for the term of

January 1, 2016 through December 31, 2019. The following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve Resolution No. 15-11, Declaration of election winner and that Gary Swensen and Don Russell be declared winners of the election for the District. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider approval of Tentative Budget 2016 The General Manager presented the Tentative Budget of 2016 and reported to the Board that only small changes had been made since the Board met in October, 2015. After a lengthy discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve and adopt the Tentative Budget for 2016 as recommended by the General Manager. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Discussion of tentative board meeting dates for 2016 The General Manager discussed the proposed dates for the 2016 Board Meetings for the Board's review. After discussion, it was determined that the final dates will be approved at the December Board meeting.

Discuss items for public hearing The General Manager reviewed the Public Hearing items that will be presented in the meeting that will take place at 6:00 p.m. He discussed the agenda and clarified the guidelines to assist the Chairman and Trustees if and when District patrons wish to participate.

Consider Christmas gift of meat for employees The General Manager discussed the Board approving a selection of either ham, beef or pork to give each employee in the amount of \$30. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the General Manager's recommendation for the purchase of a Christmas ham or other meat for each employee in the amount of \$30. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Engineering and Construction Ratify approval of bid award for Wirthlin Well/Millrace Well site preparation The Engineer reported that they had received only one bid for the Wirthlin/Millrace Well Site Preparation from Cody Ekker Construction, Inc in the amount of \$58,150. The General Manager made a phone call to each Trustee following the bid opening and the amount was approved. The Engineer and General Manager asked the Board to ratify the approval previously considered. After a discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To ratify the approval of the bid award for Wirthlin Well/ Millrace Well site preparation to Cody Ekker Construction, Inc. in the amount of \$58,150. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider approval of final payment and change order for LZ Tank Landscaping Project Kevin Fenn reported that the final payment and change order is ready to be paid to close out the LZ Tank Landscaping Project. The total change order amount is \$8,951.47 with the total change orders representing 2.7% of the total contract and included in the final construction amount of \$337,981.13. The General Manager recommended that the Board approve both the final payment and change order to the contractor and ArcSitio. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the change order amount of \$8,951.47 for a total of \$337,981.13 to the contractor and ArcSitio for the completion of the Landscape Design for the Low Zone Tank Farm. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

**Financials** Consider approval of certification of delinquent accounts to Salt Lake County Treasurer Assistant General Manager, Mark Chalk, presented the certifications for November, 2015 in the amount of \$70,978.20. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the November, 2015 certification in the amount of \$70,978.20. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider approval of accounts payable Discussed: construction/operation and maintenance vouchers 31327 - 31485, for a total of 159 vouchers, with a dollar amount of \$745,206.07; payroll vouchers 2015537 - 2015566 and 2015567 – 2015595 for a total of 59 vouchers with a dollar amount of \$162,172.89. After a 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 passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

### **Reports & Miscellaneous**

Report: September financials, graphs Assistant General Manager, Mark Chalk, presented 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.

Report: October water usage, new connections, graphs and projects Assistant General Manager, Kevin 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 that the CIPP Project is 100% complete. The Engineer is continuing to work with the contractor regarding any allegations. The Nelson Replacement Well agreement has been signed and now in the discovery phase of the project. Both the Wirthlin Well and Millrace Test Well are progressing. The contractor has been selected and is starting to prepare the sites. The LZ landscaping is complete and the final invoice is in progress. The HZ landscaping project, Phase 1 has been completed and the final invoice is in progress. The 3900 S

Lift Station-Grating/Odor Control Project has been completed. The Tay East Well Rehab project is underway and the contractor is on site. He referred the Board members to other Projects in the Board book for their review. The Board thanked Mr. Fenn for his report.

Report: Engineering: Nothing to report.

Report: Legal Nothing to report.

Jordan Valley Water Conservancy District Report Nothing to report.

Central Valley Water Reclamation Facility Report Nothing more to report.

Utah Association of Special Districts Report Trustee Russell reported that the UASD Conference was well attended and a success.

**Closed Meeting** The following motion to go into the closed meeting for the purpose of discussing the character, professional competence or physical or mental health of individuals was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To go into closed meeting for the purpose of discussing the character, professional competence or physical or mental health of individuals. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Closed Meeting The following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To come out of closed meeting. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

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

RESOLVED: To approve the salaries and compensation of the District employees as outlined by the General Manager. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

### **Public Hearing**

The Public Hearing of the Board of Trustees of the Taylorsville-Bennion Improvement District was called to order at 6:00 p.m. at the Central Valley Water Reclamation Facility. In attendance, was Trustee Behunin, Trustee Swensen, Trustee Russell, General Manager Keith Lord; Assistant General Manager, Kevin Fenn; Assistant General Manager, Mark Chalk; Attorney, Todd Godfrey; Engineer, Paul Hirst; Secretary, Tami Fullmer; Employees, Lance Fisher and Lynne Webster. Tom Holstrom and Phil Heck representing Central Valley Water Reclamation Facility were also in attendance for a presentation. Five patrons of the District were also present. The following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To open the Public Hearing for the Taylorsville-Bennion Improvement District. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Determining water and wastewater rates, certain development fees and charges, creating a fee for payment of costs associated with Central Valley Water Reclamation Facility. Assistant General Manager, Kevin Fenn, presented a power-point chart that illustrated the proposed District fee increases. They included an increase on hydrant permits, sewer lateral inspections as well as other smaller increases. See attached chart of fees.

Financial Forecast Assistant General Manager, Mark Chalk, presented a power-point that included long term as well as short term financial forecasts for the District. He demonstrated the need for an increase in the current water rate from \$1.69 to \$1.78, or a 5.3% increase, to aid in meeting the financial obligations of the District. Mr. Chalk explained that the District has an aging infrastructure in some areas and new growth in other areas that need to be addressed. This increase will help with the day to day operations and maintenance of the District. He also explained that there will be a new assessment for the Central Valley Water Reclamation Facility (CVWRF) of \$5.00 Residential Equivalent (RE) per month to pay for the District proportional costs related for the rehabilitation of CVWRF.

Presentation by Central Valley Reclamation Facility Tom Holstrom, General Manager of Central Valley presented a power point that illustrated the aging infrastructure of sewer lines that need to be replaced. Central Valley has pipe lines that are corroding and failing at the present time and require immediate replacement. Central Valley is also seeing a high incidence of equipment failure and obsolete machinery. Each entity that uses Central Valley, which includes Taylorsville-Bennion Improvement District, will be required to help pay for the new upgrades, which will be costly. Phil Heck, Assistant General Manager discussed that CVWRF is committed to checking every pipeline with sonar, laser, or other methods in order to find and resolve any and all problems. The CVWRF pipelines are over thirty years old and are in critical need of upgrades.

Following the presentation, Trustee Behunin asked if there were any questions.

One patron asked: Do you foresee the \$5.00 a month charge on the Taylorsville-Bennion bill for some time?

Tom Holstrom: Yes, the \$5.00 charge will be on the bill for the next twenty (20) years. CVWRF will be using these funds for the facility. If there are additional requirements for nutrient removal in the future, the \$5.00 fee will become a permanent part of the bill.

Trustee Russell: In past years, the District did have a fee of \$3.00 on the bill but was removed when the obligation was paid.

Patron: Will there be more costs involved if there is nutrient removal required?

Tom Holstrom: Yes, but will not know if this will be a requirement until the year 2019.

Patron: How are the other member entities paying for their share of the costs involved?

Tom Holstrom: This is the first Board Meeting of one of the member entities to address the upgrades to Central Valley. All of the entities are continuing to strategize the best way to pay for the improvements to Central Valley.

Patron: I support this increase for Central Valley. I work for South Valley Sewer and know that this facility needs the improvements. Taylorsville-Bennion is being pro-active in initiating the \$5.00 fee.

Trustee Russell: Thank you for your questions.

Trustee Behunin: Are there any more questions?

If not, the Board will close this portion of the Public Hearing. The following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To close the Public Hearing. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

The General Manager asked if there were any more comments from the Board or employees.

The adoption of certain development fees and charges; water and wastewater rates for 2016; fee for Central Valley Water Reclamation Facility. The following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve and adopt the certain development fees and charges; water and wastewater rates for 2016; and fee for Central Valley Water Reclamation Facility. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

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

RESOLVED: To adjourn the November Public Hearing at 7:15 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

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## **Action Items**