

MINUTES
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
Board Meeting
Wednesday, July 19, 2017
Taylorsville-Bennion Board Room
2:00 p.m.

Board Members Present

Ben Behunin	Chairman
Gary Swensen	Trustee
Don Russell	Trustee (excused)

Staff Members Present

Keith J. Lord	General Manager
Kevin Fenn	Assistant General Manager
Mark Chalk	Assistant General Manager
Mark Bell	Legal Counsel
Paul Hirst	Engineering
Tami Fullmer	Secretary
Dora Dominguez	Secretary

The Board Chair, Ben Behunin opened the meeting at 2:15 p.m. and welcomed everyone to the monthly Board meeting. The Invocation was offered by Mark Chalk.

Approval of Common Consent Items

Minutes The General Manager reviewed and discussed the June 21, 2017 minutes. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the June 21, 2017 Board Meeting minutes. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Calendar The General Manager reviewed the August calendar and asked if the Board members would be in attendance for the August 16, 2017 Board Meeting. Trustee Behunin indicated that he will need to be excused. The General Manager will check with Trustee Russell on the date. He also extended an invitation to the Board Members to attend the Company Party that will be held at Boondock's Monday, August 7, 2017.

ACTION ITEMS

Administrative Policies and Procedures

Consider special invoice to UASD The General Manager presented an invoice from UASD concerning the Legislative Activities special fund in the amount of \$2,500.00. Trustee Swensen was concerned about the amount since it was higher than in previous

years. After reviewing the attached letter, he understood the reason for payment. The General Manager asked for the board to approve the amount to be paid to UASD. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the General Manager's recommendation to pay the UASD invoice in the amount of \$2500.00 for the Legislative Activities special fund. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Financials

Consider approval of certification of delinquent accounts to Salt Lake County Treasurer
The Assistant General Manager, Mark Chalk, presented the certifications for the month of July, 2017 in the amount of \$34,765.88. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the July, 2017 Certification amount of \$34,765.88. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Consider approval of accounts payable Discussed: construction/operation and maintenance vouchers 34813-34978, including voided vouchers #34844 and #34880, for a total of 166 vouchers, with a dollar amount of \$921,547.26; payroll vouchers 2017345- 2017376 and 2017377 - 2017408 for a total of 64 vouchers with a dollar amount of \$182,966.96. Trustee Swensen inquired about checks #34859, #34902 and #34929. Regarding check #34859 in the amount of \$1,000.00 Mr. Chalk explained that it was a refund because of a payment made to Taylorsville Bennion in error. Regarding refund check #34902 payable to Tom Gordon, Trustee Swensen inquired if it was the same TBID Sewer Supervisor. Tami Fullmer explained that it was not the District Employee. On check #34929, Sewer Impact Fees Refund in the amount of \$2,342.08, the General Manager explained that existing connections were used in the project and a credit was assessed. The General Manager and Mr. Chalk explained that for this reason they are attempting to develop a uniform policy for connection fees. 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 passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

REPORTS AND MISCELLANEOUS ITEMS

Report: General Manager: Customer Survey The General Manager reported that our Customer Survey had 12.87% participation. He was pleased to report that most of the responses were positive. All the surveys were reviewed by office staff for a total of 1253 surveys, 72 comments were included and 55 of those requested to be contacted. The

office staff was able to contact all of those requests. There were many comments directed to the fluoride in the water and the drive-up window at the office.

Legislative Auditors Letter The General Manager presented the Utah Legislature letter to the Board. He explained that this letter was a culmination of a study done by the Utah State Auditor addressing concerns that they have in several areas; Board and Staff; Internal Controls; Recruiting Qualified Personnel and Tone at the Top. The General Manager was able to speak with James Behunin, the Utah State Auditor, who gave TBID a very positive report. Trustee Behunin agreed with The General Manager's comment since he had been approached by the Utah State Auditor and had a similar conversation. The General Manager also explained that he would like to discuss these four points at the District work meeting on September 28, 2017.

Report: Assistant General Manager CAO: June financials, graphs, EUM The Assistant General Manager, Mark Chalk, presented the monthly financial report. Documents regarding the financial position of the District were reviewed and discussed. Mr. Chalk reported to the Board regarding the EUM which are measures to help management meet or exceed industry standards. The district rates outstanding in most areas. The areas that need the most improvement are EMOD and Electrical Resiliency. EMOD or experience modification rating used by insurance companies compares the actual claim costs of the company to the claim costs of other companies in the industry. Electrical Resiliency measures our ability to meet basic demands in the event of a power outage. It is calculated by comparing the total run days of the wells during the month to the total possible days. Mr. Fenn reported that the Electrical Resiliency ratio went down due to a failed pump at the Tay West Well. Tay East Well now needs repairs as well. He acknowledged Kyle Widdison and Company for their quick emergency response. After a thorough review the reports were directed to be appended to the minutes.

Report: Assistant General Manager COO: June water usage, new connections, graphs, 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: Swensen Well (Land) – The General Manager reported that the District closed on the Wirthlin property, yesterday, July 18. All involved signed the closing documents and the money will be wired to the Wirthlin's today. The legal description was inaccurate on the closing documents and they are being corrected.

Swensen Well House – The block and brick are up plus the roofing is 90% complete. The water line and storm drain are being installed and the project is proceeding towards completion.

2017 CIPP Rehab Project – This project is behind schedule and UDOT won't issue the permit to proceed on the project until the mill and fill is complete. Layne Inliner's manager, Andy, has health concerns resulting in the need to find another employee to fill his position.

Auxiliary Power - Valley Well – The District is planning to bid this project in the coming weeks. The project will increase auxiliary power to meet water demands in case of a power outage.

Rate Study – The General Manager reported that five proposals were evaluated and two were selected as finalists. After further consideration, Zion's Bank was selected to work with TBID on a Rate Study and the

District is now in negotiations with them on the scope and cost. Low Zone Tank Lid Resurfacing – The project has been awarded but work hasn't started. There is a pre-construction meeting scheduled for July 25. The project is temperature sensitive and work will begin in the fall, 2017.

Report: Engineer – Update on CIPP Phase 4 Engineer reported that progress has been slow but there is still time to complete the project.

Report: Attorney – Nothing to report

Report: Trustee – Central Valley Water Reclamation Facility Nothing to report

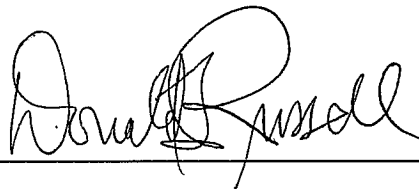
Report: Trustee - Jordan Valley Water Conservancy District Nothing to report

Report: Trustee – Utah Association of Special Districts Nothing to report.

Closed session to discuss the outcome of the RFP No closed session was needed

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

RESOLVED: To adjourn the July 19, 2017 Board Meeting. The time was 3:28 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.



Action Items