

**MINUTES OF THE TAYLORSVILLE-BENNION
IMPROVEMENT DISTRICT BOARD MEETING AND PUBLIC HEARING
HELD JANUARY 20, 2016**

The Board Meeting and Public Hearing of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:00 p.m., Wednesday, January 20, 2016, at the District offices. 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; and Secretary, Tami Fullmer. Employees Dan McDougal and Lance Fisher were in attendance for a presentation. Richard Bay, Bart Forsythe, and Linda Townes representing Jordan Valley Water Conservancy District were in attendance for a presentation. Robert Wellman, representing Social 5, was also in attendance for a presentation. The prayer was offered by Mark Chalk.

Swearing- in of newly elected Trustees Assistant General Manager Mark Chalk conducted the swearing- in of newly elected Trustees, Gary Swensen and Don Russell. Their terms will run until the end of 2019.

Approval of Common Consent Items Minutes of December 16, 2015 Board Meeting, calendar, upcoming events, and trustees expense report The Board reviewed and discussed the December 16, 2015 Board Meeting Minutes. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the December 16, 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 February Board Meeting that would begin at 3:00 p.m. on Wednesday, February 17, 2016. The Board Members plan to be in attendance.

Presentation by Jordan Valley Water Conservancy District The General Manager extended a welcome to Richard Bay, General Manager of Jordan Valley Water Conservancy District (JVWCD); Bart Forsythe, Assistant General Manager; and Linda Townes, Public Information Manager and invited them to speak to the Board. Richard Bay addressed the Board regarding the state of JVWCD and how it affects the future of Taylorsville-Bennion. He and Mr. Forsythe gave a brief discussion of JVWCD's new water supply, capital improvement program and ways to conserve water throughout the Taylorsville-Bennion District as well as JVWCD. Mr. Bay acknowledged that Taylorsville-Bennion has one of the lowest water rates at JVWCD because of careful planning and water conservation within the District. The Board thanked Richard Bay and staff for their time and message.

Administrative Policies and Procedures Consider presentation by Social 5 The General Manager introduced Rob Wellman, president of Social 5 and asked him to address the Board. Mr. Wellman presented his company, which is a social media company that develops websites for various businesses to reach their customers. Social 5 concentrates in three areas; 1) Social media: creating a website, Facebook or Twitter account for a particular business; 2) Engage with customers regarding the business; and 3) assist in getting the business recognized with a

variety of search engines available. He explained that if Taylorsville-Bennion doesn't tell their story, others will, favorably or unfavorably. Following Rob Wellman, Lance Fisher and Dan McDougal addressed the Board and explained the need for a District website. They gave several facts about those who viewed the Taylorsville-Bennion site at the present time. Most used the website to pay their bill, sign up for new service or find the District's phone number. The majority of users stay on the front page only. The website and social media site could help in a water emergency seven days a week, 24 hours a day to reach each customer and keep them informed of any water situation. This website could be used to show bill comparisons, advertising as well as local information. The Board thanked Lance and Dan for their presentation. After discussion the Board asked the General Manager to provide more information regarding Social 5 so that they can consider this item more closely. The Board thanked Rob Wellman for his informative presentation and determined to table the approval of this item until next month's Board Meeting.

Engineering and Construction Consider approval of contract for design and construction administration services for High Zone Landscape Phase 2 project Mr. Fenn reported that this project was being done in two phases. The demolition portion was completed in the fall, 2015 and the construction portion is ready for bid. ArcSitio has proposed to do the work for an amount of \$5,700 for the management of the project. After a discussion the following motion was made by Trustee Russell seconded by Trustee Russell:

RESOLVED: To approve the amount of \$5,700 to ArcSitio for project management for the High Zone Landscape Phase 2. 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 January, 2016 in the amount of \$43,010.50. After discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the January, 2016 certifications in the amount of \$43,010.50. 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 31643 – 31791, for a total of 149 vouchers, with a dollar amount of \$576,270.28; payroll vouchers 2015654 - 2015682 and 2016001 – 2016029 for a total of 58 vouchers with a dollar amount of \$172,005.95. Trustee Behunin inquired about voucher #31653, for Eagle Gate Landscape. Mr. Fenn explained that these are expenses incurred by the landscaper throughout the year that includes items for sprinkler parts, repairs as well as other repairs outside the contract. A tab is kept and final payment for necessary items are paid at the end of the year. 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: December 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: December 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 remains the same. The District is waiting for the contractor to get the releases so he can be paid by the District. A preconstruction meeting was held for the Wirthlin Well. The contractor will mobilize and begin the work very soon. Mr. Fenn was pleased that the well driller is familiar and did the drilling for the Pioneer and the Valley Wells. The Reservoir Landscaping plans are going out for bid. There will be a mandatory walk through for all interested bidders the end of January. Bid opening will be February 8, 2016. The Tay East Well Rehab project has been completed. The rehab work was successful and the existing pump and motor were able to be used, saving the District a large amount of money. The District is waiting for the VFD to arrive and be installed. Bids for the CIPP Trunkline Phase 3 will go out to the contractors. Some of the bidders are out of state and the District will set up a conference call between the contractors and UDOT so all questions and concerns can be addressed. He referred the Board members to other Projects in the Board book for their review. The Board thanked Mr. Fenn for his report.

Report: General Manager: The General Manager reported that there has been some changes in the office. Dan McDougal is now the Office Manager, Lance Fisher will now be assigned as the IT Manager, and Dennis Nielsen has been reassigned to the IT department to assist Lance and Joe Jensen. Marshall Crabtree has been designated as Field Support Specialist, replacing Dennis. Tami Fullmer will work a little more with the office as the Office Supervisor, as well as perform her other duties. Trustee Swensen inquired about any salary adjustments for the staff that have been mentioned. The General Manager explained that the 2016 salaries were presented to each employee two weeks ago and he will further evaluate any changes. He also noted that some changes in office furniture arrangements were going to be made. Many of the ladies will be in the main office and working as a team, which has worked well in years past. The General Manager reported that he has been asked to chair the AWWA Management Development Committee. The committee trains young professionals with management skills needed in the water industry.

The General Manager referred to the Key Indicators for 2015 and asked the Board to review. The General Manager reported to the Board regarding the URS compliance review that was compiled by Mark Chalk. There were No findings of Non-Compliance, which is a successful report.

Report: Engineering: Nothing to report.

Report: Legal Nothing to report.

Jordan Valley Water Conservancy District Report Trustee Swensen reported that there are five of the Trustees terms are up. Four of the five have been officially reappointed. The Governor's policy is two, four year terms.

Central Valley Water Reclamation Facility Report Trustee Behunin reported that Central Valley is attempting to bring more commercial waste into the plant to be processed. This is being done in an attempt to help lower the cost for the rate payers. Reed Fisher is now on the Central Valley Board representing the Cottonwood District.

Utah Association of Special Districts Report Nothing to report.

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

RESOLVED: To adjourn the January Board Meeting at 5:27 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Action Items

- Social 5 discussion