

**MINUTES OF THE TAYLORSVILLE-BENNION  
IMPROVEMENT DISTRICT BOARD MEETING HELD JUNE 17, 2015**

The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:07p.m., Wednesday, June 17, 2015, at the District office. Present were Trustees 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, Michael Hayes; and Secretary, Tami Fullmer. Employees Dan McDougal, Ron Dawson and Lance Fisher were also in attendance for presentations. The prayer was offered by Trustee Swensen.

**Approval of Common Consent Items** Minutes The Board reviewed and discussed the May, 2015 Board Minutes. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

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

Monthly Calendar The General Manager discussed the June Board Meeting which is scheduled for Wednesday, July 15, 2015 at 3:00 p.m. All the Trustees plan on attending.

**Service Award Presentation – Dan McDougal (10 years)** Board Chairman Behunin recognized Dan McDougal, who has been employed for ten years with the District. The Board congratulated Mr. McDougal and presented him with a certificate acknowledging his service and dedication to the District.

**Administrative Policies and Procedures**

Closed Meeting The General Manager asked the Board to go into a closed meeting for the purpose of discussing the deployment of security personnel, devices or systems. The following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve going into a closed meeting to discuss the deployment of security personnel, devices or systems. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

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

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

Consider approval of contract for placement of security cameras The General Manager presented the proposed contract from Avigilon Surveillance Systems and additional District costs totaling \$35,108.00 for an updated office surveillance system that would ensure better security inside and outside the District office. After a lengthy discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve a more updated office surveillance system from Avigilon Surveillance Systems with additional District cost totaling \$35,108.00. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider approval of 2016 budget hearing – date, time and location The General Manager presented the date of December 16, 2015 at 3:00 p.m for the Taylorsville-Bennion 2016 Budget hearing and asked for the Board’s approval. After discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the District budget hearing to be held Wednesday, December 16, 2015 at 3:00 p.m. at the Taylorsville-Bennion District offices during the scheduled board meeting. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

### **Engineering and Construction**

Consider approval of boundary line change between Granger-Hunter and Taylorsville-Bennion and authorize the General Manager to sign the plat The Engineer referred the Board Members to the map enclosed in the Board Book that will amend the boundaries between Taylorsville-Bennion and Granger-Hunter Improvement District. The boundary alignment would actually include the service area the District provides and increase tax revenue upon gaining this portion of land. He suggested that the Attorney review this plat and asked the Board to give the General Manager authorization to sign the plat following the attorney’s and the engineer’s reviews and agreement to terms of the alignment by all parties involved. Following a discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To allow the General Manager to sign the plat regarding the boundary change between Taylorsville-Bennion Improvement District and Granger-Hunter Improvement District after review from both attorney and engineer. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider approval of rate study RFP The Engineer reported that the District is soliciting proposals (RFP) from qualified firms or individuals to provide professional services to develop and assist in the preparation of utility rates for water and sewer services. A new rate structure would 1) raise sufficient revenue; 2) construct a conservation rate structure with a drought sensitive provision; 3) allocate rates among customer classes; and 4) provide public participation throughout the process. After discussion from the Board the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the General Manager to begin the process of developing an RFP and solicit proposals from qualified firms and/or individuals that will establish a potential schedule of water and sewer charges for the District. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

### **Financial**

Consider approval of certification of delinquent accounts to Salt Lake County Treasurer

Assistant General Manager, Mark Chalk, presented the certifications for the month of June, 2015 in the amount of \$30,162.72. After discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the June, 2015 Certification amount of \$30,162.72. 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 30424 – 30576 for a total of 153 vouchers, with a dollar amount of \$834,150.75; payroll vouchers 201549 – 20115276 and 2015277 – 2015304 for a total of 56 vouchers with a dollar amount of \$156,923.62. 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 passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider approval of Resolution 15-06, Adopting Certified Tax Rate and Tax Revenue for 2015

Mark Chalk presented the Certified Tax Rate and Tax Revenue for 2015 and proposed the Board approve the adoption of the Salt Lake County Assessor affixing the tax rate as the certified rate of 0.000157 and the modification of the budget amount to \$421,086 for the Water and Sewer Maintenance and Operation fund. The following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the certified tax rate of 0.000157 and the modification of the budget amount to \$421,086 for the Water and Sewer Maintenance and Operation fund. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

**Reports & Miscellaneous**

Report: May financials, graphs Mr. 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: May 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 The CIPP has been completed. The District is waiting for the lien releases to be completed on the homes affected by the flooding. The 4100 South Sewer Replacement Project is on track, progressing and all the pipe should be in by next week. The Atherton East Well Rehab is complete. There is no change on the Nelson Replacement Well. The HZ and LZ landscaping has experienced some delays. An on-site manager explained that the work crew had to be replaced and many of the plants are stressed and unhealthy to plant. There is a conceptual plan for the High Zone (HZ) for the proposed clean-up of the area. The 3900 S Lift Station-Grating/Odor Control Project is on schedule. A preconstruction meeting was held on June 4, 2105 and the contractor has ordered materials. The Board Members inquired about

various building projects throughout the District and Mr. Fenn gave an update. 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 Closeout Atherton East Well Rehab, Drinking Water Source Protection Plan and Sewer System Condition Study (SSMP) Projects The Engineer discussed the closeout and completion of the Atherton East Well Rehab Project. He reported that the Drinking Water Source Protection Plan Update has been completed and submitted to the State Division of Drinking Water. The Engineer reported that the Sewer System Condition Study (SSMP) has been completed, a manual prepared and complies with all State regulations. He also discussed a change order in the amount of \$28,926.80 for the 4100 S Sewer Replacement Project. The contractor, Geneva Rock, needed to remove and replace a manhole, repair a portion of a storm drain and make additional changes that UDOT required. After discussion of the items the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the close out of the Atherton East Well Rehab, the Drinking Water Source Protection Plan and Sewer System Condition Study (SSMP) Projects and a change order in the amount of \$28,926.80 for the 4100 S Sewer Replacement Project. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Report: Update on mobile home issue; Company reorganization update and labor needs The General Manager reported that District Management, an outside accountant, CRS Engineers and the Attorney have worked tirelessly together to identify costs and offer a credit to the mobile park owners. He presented a proposal to the Board to pay Majestic Meadows, \$14,538.24; Majestic Meadows, \$13,478.16; and Monte Vista, \$5,944.02 for the past three years, and according to State statute. The General Manager will approach the mobile home park representative by letter in an attempt to resolve this matter.

The General Manager discussed the Company reorganization with Kevin Fenn, the Assistant General Manager of Operations and Mark Chalk, the Assistant General Manager of Administration. Dan McDougal is Communications Manager and Shawn Robinson is Operations Manager. The change seems to be working well, there are some challenges, but all involved are working to understand their roles in the company and with one another. The General Manager reported that Management needs to hire three additional employees, at entry level, for the water and sewer crews in the near future. As the years have progressed, more training and specialization is required to meet the needs of the District.

Report: Legal Nothing to report.

Jordan Valley Water Conservancy District Report Nothing to report.

Central Valley Water Reclamation Facility Report Trustee Behunin reported that the Board toured the plant extensively, analyzing the needs for replacement and upgrades. He noted that there will be monetary increases that will affect the District because of the upgrades that Central Valley will need to incorporate. The General Manager added that the various entities being served by Central Valley have discussed resource recovery and ways to save money and resources.

Utah Association of Special Districts Report Nothing to report.

**FYI** The General Manager referred to the fact sheet enclosed in the Board book. He noted that he and Dan McDougal held a meeting for interested patrons of the District. The fact sheet was distributed to those who attended, including Kristi Overson, Councilwoman for Taylorsville City. He reported that the meeting was beneficial to all those who attended.

**Adjourn** The following motion to adjourn the June, 2015 Board Meeting was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To adjourn the June, 2015 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.

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## **Action Items**

- RFP Study
- Mobile Home Park issue