

**MINUTES OF THE TAYLORSVILLE-BENNION
IMPROVEMENT DISTRICT BOARD MEETING HELD JANUARY 21, 2015**

The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:15 p.m. Wednesday, January 21, 2015, at the District office. Present were Trustees Behunin and Swensen Also present were General Manager, Keith Lord; Assistant General Manager, Kevin Fenn; Engineer, Paul Hirst; Attorney, Todd Godfrey; Controller, Mark Chalk; and Secretary, Tami Fullmer. Trustee Russell was excused. The prayer was offered by Mark Chalk.

Employee Recognition – Gaylon Duke retirement Chairman Behunin welcomed Gaylon Duke to the meeting and the Board congratulated him on his upcoming retirement after thirty years of employment. The General Manager invited the Board to a luncheon in Gaylon’s honor Friday, February 13, 2015 at noon in the Board Room.

Common Consent Items Minutes The Board reviewed and discussed the December 17, 2014 Board Minutes. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the December, 2014 Minutes. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen

Monthly Calendar The General Manager discussed February Board Meeting that will be held Monday, February 23, 2015 at 10:00 a.m. Trustees Behunin and Swensen plan to attend.

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

Financial Report Accounts Payable Discussed: construction/operation and maintenance vouchers 29680 - 29834, for a total of 155 vouchers, with a dollar amount of \$682,247.40; payroll vouchers 2014614 – 2014641 and 2015001 - 2015028 for a total of 56 vouchers with a dollar amount of \$164,352.68. After a discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the December, 2014 Accounts Payable report included in the Board Book. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Financials Report The Controller 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.

Certification of Delinquent Accounts to Salt Lake County Treasurer Mark Chalk, Controller, presented the certification for the month of January, 2015 in the amount of \$43,240.44. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the January, 2015 Certification amount of \$43,240.44. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Manager's Report **Consider changing March, 2015 Board Meeting date** The General Manager discussed changing the date of the March Board meeting because it conflicted with the Utah Water Users Conference in St. George. He also discussed two other conferences that are scheduled within the month. Following discussion by the Board, the March Board meeting will be changed to Monday, March 23, 2015 at 3:00 p.m. The following motion was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To approve the March, 2015 Board Meeting to be held Monday, March 23, 2015 at 3:00 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Consider modifying Employee Policy 13, On-call requirements The General Manager presented a revised draft proposal of the on-call policy. The revision would require the sewer crew as well as the water crew fulfill on-call responsibilities and would increase the compensation. He explained that at present, the water crew handles all the on-call responsibilities, but that all water and sewer crews are certified in water and sewer, and all have been on-call during their employment. The General Manager is aware that being on-call is the least desirable of any of their responsibilities. During the discussion the attorney suggested examples be included in the policy to add clarification. The matter will be tabled until the next Board meeting.

Report on sewer backup December 29, 2014 The General Manager referred the Board to the diagram in the Board book and described the sewer back up located at 1114 West 4700 South, which is a Veterinary Clinic. Because the backup was located in the basement of the business where the doctor performs surgeries on animals he is filing a claim for loss of pay for him and his staff. The District responded and called out Utah Disaster Kleenup. The adjuster, Steve Nichols, and the District Insurance Company were also notified. Mr. Fenn explained that there was a lot of debris in the manhole, possibly resulting from nearby construction. The General Manager noted that the District policy provides for the cost of the clean-up. At present, additional costs are being determined. Trustee Swensen recommended that when these issues occur, that the Trustee responsible for that specific area be notified.

Report on Year-End Key Indicators The General Manager referred the Board Members to the year-end Key Indicator report for 2014 and includes the last five years for their review. The report indicates that the District is moving in a positive direction but some areas, ie; stopped meters, needs improvement. Overall, the General Manager is optimistic regarding the progress of the District.

Legal Report **Update on Central Valley Definitive Agreement** The Attorney reported on a meeting that he and the General Manager attended at Central Valley Water Reclamation Facility where an agreement between Central Valley and an outside company was discussed regarding the production and sale of energy. Invited to the meeting were representatives of all the entities involved with Central Valley and their attorneys for the purpose of clarifying and making revisions to the agreement. The manager of Central Valley requested if there were any

further comments that they be sent to him by January 23, 2015. He will then assemble all the comments and hold a follow-up meeting February 6, 2015.

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 The chemical treatment and development portion of the Atherton East Well Rehab is complete. The test pump is being installed and the success of the project will be evaluated in the coming weeks. The landscaping on the Low Zone has started with the initial grubbing and clearing taking place. Trustee Behunin inquired about the trees being removed. Mr. Fenn explained that most of the trees were not healthy and the trash trees needed to be removed. Mr. Fenn referred the Board members to the Project list in the Board book for their review. The Board thanked Mr. Fenn for his report.

Drinking Water Source Protection Plan Update Mr. Fenn reported that the Plan is required to be updated and submitted to the State every five years. The Plan is to identify potential contaminant sources in and around the District wells. A report has been submitted on twelve of the District's wells, and another report for the Rawson, Shaw, and 5400 South Wells that will be submitted which will indicate to the State that they are available for use. A change order for engineering fees will also be submitted to the District next month.

Engineer's Report Consider engineering services for Nelson replacement well and exploratory well at 5400 South well property The Engineer reported that CRS will prepare well specifications for drilling of two test wells, the Wirthlin Well, and a second well on District property located on 5400 South, in the amount of \$41,390. CRS has done substantial ground work on this project and is familiar with the District's specs and methods. After discussion the following motion was made by Trustee Swensen seconded by Trustee Behunin

RESOLVED: To award CRS Engineers the contract for engineering services for the Wirthlin well and the 5400 South well in the amount of \$41,390. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Project completion report for Barker to Bridgeside Landing The Engineer reported that after numerous challenges and unforeseen circumstances, the Barker to Bridgeside Landing Water Line project is completed. The Engineer explained that the project took much longer than was planned and the final construction amount of \$98,941.06 was paid to Whitaker Construction Company.

Report on upcoming bid opening for 4100 South Sewer Relief Project The Engineer reported that the project is out for bid and the trunk line will run in 4100 South from I-215 and go east to the middle of Redwood Road. There are four qualified bidders for the project. The contract contains a penalty clause for not completing on time, as well as a reward clause for early completion. Matt Hirst, CRS Engineers, will report to the Board at the February Board meeting on the bid results.

Jordan Valley Water Conservancy District Report Trustee Swensen reported that Jordan Valley Management will be going through a major change in the coming months. They are preparing for the future, dividing responsibilities and evaluating positions within the company.

Central Valley Water Reclamation Facility Report Trustee Behunin attended a meeting with Tom Hollstrom and learned the Federal Government is pressuring the sewer companies to reduce the phosphorous content in the sewer. There will be additional information regarding this issue in the coming months.

Utah Association of Special Districts Report Nothing to report.

Adjourn The following motion to adjourn the January, 2015 Board Meeting was made by Trustee Swensen seconded by Trustee Behunin:

RESOLVED: To adjourn the January, 2015 Board Meeting. The time was 4:40 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Behunin and Swensen.

Action Items

- Modifying Policy #13, On Call requirements
- Bid award for the 4100 South Sewer Relief Project