

**MINUTES OF THE MEETING OF THE  
KEARNS IMPROVEMENT DISTRICT (KID) BOARD OF TRUSTEES  
HELD FEBRUARY 14, 2023 AT THE DISTRICT OFFICE  
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH**

**Trustees Present:**

Cheryle A. Hatch  
Gregory R. Christensen  
Jeff Monson

**Staff Present:**

Greg Anderson, General Manager/CEO  
Riley Astill, Finance Director/Controller  
James “Woody” Woodruff, Public Works Director/Engineer  
Mark H. Anderson, Attorney  
Jamie Banh, Executive Administrative Assistant  
Frank deJong, Assistant Operations Manager

**Call to Order:**

Chair Hatch called the meeting to order at 5:30 p.m. and welcomed all those present. The invocation was offered by Riley Astill and the pledge of allegiance was led by Jeff Monson.

**Public Comments:**

There were no public comments.

**Approval of Minutes (Regular Meeting, January 10, 2023):**

None of the Trustees having any questions regarding the January 10, 2023 Board meeting minutes, a copy of which was included in the Board Book, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

**That the minutes of the January 10, 2023 regular Board meeting be approved as presented.**

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

**Board Training – Outside Organizations – KID Involvement:**

Jamie Banh reviewed the numerous organizations in which members of the KID staff are members or are actively engaged, including the Utah Safety Council, the Utah Association of Special Districts, the National Special Districts Coalition and the ChamberWest Chamber of Commerce, to name a few. Her presentation was very informative and well received by the Board.

**Consider General Manager’s Report (including the Administrative/Financial Report and the Public Works Report):**

Greg Anderson reviewed his monthly report, a copy of which was included in the Board Book. Highlights from his presentation included discussing recent new hires by the District; details regarding federal grant funding for the relocation and upsizing of the water line that runs to and beneath the Kearns Junior High School and the 5400 South water line replacement and upsizing project, with the assistance of Congressman Burgess Owens’ office; an application for Lead and Copper Rule grant money from the Division of Drinking Water; the upcoming KID Trustee election; animated messages intended to provide insights into KID’s services and water conservation efforts to the public, particularly KID customers, in both English and Spanish; a meeting with the District’s financial advisors; and interest income the District is receiving on its reserve fund accounts. Riley Astill provided additional information, noting that the District’s annual interest income is expected to be in the range of \$250,000 to \$300,000. There was also a brief discussion regarding KID’s water use figures (124 gallons per capita per day) and KID’s third best in the state 4.7% system water loss (due to such things as leaks and low water meter readings).

Riley Astill reviewed his Financial Report, which was included in the Board Book, including a Financial Summary for the month of December and end of year 2022, which involved a back and forth discussion between Mr. Astill and the Trustees.

James Woodruff reviewed his Public Works Report for January, a copy of which was included in the Board Book. In particular, he reviewed the status of the 4700 South Sewer Outfall Project (it will take one year to complete construction, even with the contractor working from “both ends”); the Zone D Water Loop Project; the 5400 South Water Line Project; and the SCADA Update Project. Mr. Woodruff also reported concerning frozen water lines and water line breaks, water valve exercising and leak detection, and the unusual amount of construction (for this time of year) that is going on within the District.

**Consider Check Register:**

The December 2022 Check Register, which is a list of all payments made by the District during the month, was included in the Board Book. Mr. Astill responded to questions from all three Trustees regarding various payments listed in the Check Register and highlighted a correction in the total amount of the payments. At the end of the discussion, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

**That the December 2022 Check Register be ratified and approved as presented in the total amount of \$3,685,453.34.**

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

**Consider Financial Report:**

The Financial Report, which consists of a series of individual reports including the Statement of Net Position, the Connection & Population Report, the Administrative Service Report and the Executive Safety Report, was included in the Board Book. Riley Astill briefly touched on highlights from the Reports. In particular, there was a discussion of the Customer Water Use and

Gallons Per Capita Per Day (GPCD) Analysis, during which Mr. Astill responded to questions from the Trustees and Greg Anderson provided additional information. There also was a discussion of the District's leak detection activities and the reasons why water meters sometimes read lower than the amount of water that is actually being used, particularly as meters get older.

**Consider Training Requests:**

Greg Anderson requested that three staff members, and as many Trustees as are able to and interested in attending, be authorized to attend the Water Environment Association of Utah Annual Conference in St. George, Utah from April 25 through April 28, 2023. Chair Hatch indicated that she will not be able to attend. It was then moved by Trustee Christensen and seconded by Trustee Monson as follows:

**That two Trustees and three staff members be authorized to attend the upcoming Water Environment Association of Utah Annual Conference at District expense.**

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

**Consider Purchases/Costs Over \$50,000:**

Mr. Woodruff presented a payment request (Contractor's Application for Payment No. 2) from Whitaker Construction Company, Inc. for work completed in January, 2023 on the 4700 South Sewer Outfall – Phase I Project, in the net amount of \$588,354 (after deducting a 5% retainage). Based on Mr. Woodruff's recommendation, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

**That the payment of an invoice presented by Whitaker Construction Co. be approved in the amount of \$588,354.**

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

**Consider Bond Releases/Reductions:**

There were no bond releases or reductions to be considered by the Trustees.

**Consider Interlocal Cooperation Agreement with Salt Lake County Clerk's Election Division:**

A copy of an Interlocal Cooperation Agreement between the Kearns Improvement District and Salt Lake County, pursuant to which the County Clerk's Elections Division will conduct KID's upcoming Trustee election, was included in the Board Book. Mark Anderson, having reviewed the Agreement, was prepared to approve it as to form. The Agreement included a scope of work and a not to exceed cost estimate (\$30,185.00) based on the District having 19,681 active voters as of January 27, 2023. Following a brief discussion, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

**That Resolution No. 2023-02-01 be adopted, thereby approving an Interlocal Cooperation Agreement with Salt Lake County for the County Clerk's Elections Division to conduct an election on behalf of the District.**

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

**Consider 2023 Notice of Election Letter & Trustee Election Notice:**

A copy of the District's Trustee Election Notice, as required by Utah Code Ann. § 17B-1-306, was included in the Board Book. After reviewing the Notice, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

**That the Trustee Election Notice be approved as presented.**

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

**Central Valley Water Reclamation Facility:**

A copy of the agenda for the Central Valley Board meeting held January 25, 2023 was included in the Board Book. Trustee Monson provided an update regarding current Central Valley activities, including wattsmart rebates; builders risk insurance being obtained and released on a project by project basis, and a number of capital projects that are being undertaken by Central Valley.

**Jordan Valley Water Conservancy District:**

A copy of the agenda for the February 8, 2023 Jordan Valley Board meeting was included in the Board Book. Greg Anderson noted that, at present, reservoir levels are similar to last year, but state-wide water content is 102% of the level that normally would be expected in April, which should result in more water in the reservoirs after Spring snowmelt runoff. Mr. Anderson mentioned Jordan Valley's self insurance (up to \$10,000,000); modified Jordan Valley Board compensation and per diem amounts; a determination that, once the Jordan Valley Board approves a multi-year contract, there will be no need for an annual reauthorization; and Great Salt Lake water levels, among other issues.

**Utah Association of Special Districts:**

A copy of the weekly 2023 General Legislative Session Summary dated February 6, 2023, prepared by UASD Executive Director LeGrand Bitter, was included in the Board Book. Greg Anderson lead a discussion of highlights from the report, and Mark Anderson provided additional information concerning a few of the Bills.

**Kearns Metro Township Council:**

Chair Hatch reviewed highlights from the February 13, 2023 Kearns Metro Township Council meeting, the agenda for which was included in the Board Book. She described it as a long meeting, during which Marla Howard reported for the Greater Salt Lake Municipal Services District; Harry Souval, with the Greek Orthodox Church, was recognized for a generous donation

to the Kearns High School food pantry; issues and concerns regarding a used car lot with drainage issues were discussed; Greg Anderson reported on water conservation; and other reports were presented, including reports from Chief Hughes representing the Unified Police Department, Battalion Chief Russell representing the Unified Fire Authority, and others. There was a general back and forth discussion among the Trustees regarding Metro Township activities and concerns.

**Kearns Community Council:**

A copy of the agenda for the February 7, 2023 Kearns Community Council executive meeting was included in the Board Book. Trustee Monson provided a brief summary of the meeting, which included a number of reports that were similar to reports provided to the Metro Township Council. In particular, Trustee Monson praised the Point Church for its many activities that benefit Kearns residents, including operating a food pantry, providing food boxes, providing coats and gloves, etc. Since Trustee Monson serves on both the KID Board and the Oquirrh Recreation and Parks District Board, he provided reports to the Community Council for both KID and the Kearns Oquirrh Park Fitness Center.

**Chamber West – Legislative Committee:**

A copy of the February 9, 2023 Legislative Affairs Committee meeting agenda was included in the Board Book. Greg Anderson had nothing to add to his earlier legislative report.

**Trustee Per Diem Report:**

The Trustee Per Diem Report, reflecting no year to date activity as of February 2023, was included in the Board Book.

**Adjourn:**

There being no further business to come before the Board, Chair Hatch declared the meeting to be adjourned at 8:19 p.m.

Approved by the Board of Trustees of the Kearns Improvement District on the 14<sup>th</sup> day of March 2023.

Dated: March 14, 2023 by /s/ Cheryle A. Hatch, Chair

Dated: March 20, 2023 by /s/ Gregory R. Christensen, Vice-Chair

Dated: March 14, 2023 by /s/ Jeff Monson, Board Clerk