

**MINUTES OF THE WORK MEETING OF THE  
KEARNS IMPROVEMENT DISTRICT (KID) BOARD OF TRUSTEES  
HELD MAY 31, 2022 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
Dana Timothy	Office Manager

**Call to Order:**

Chair Hatch called the meeting to order at 11:00 a.m. and welcomed all those present.

**Public Comments:**

There were no public comments.

**Field Tour of New 6200 South Booster Pump Station:**

Chair Hatch declared the meeting to be in recess for a tour of the new 6200 South Booster Pump Station. No vote was taken and no business was conducted by the Board during the traveling tour.<sup>1</sup>

The tour having been completed, Chair Hatch declared the Board meeting to again be in session at noon.

**Preview of Animated Conservation Message Film:**

Greg Anderson presented a short water conservation film clip, which he declared to be 90% ready for public use, after which he presented a story board for a second water conservation message film. The Trustees were very impressed. Mr. Anderson stated that the Jordan Valley

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<sup>1</sup> Pursuant to Utah Code Ann. § 52-4-203(7) "a recording is not required to be kept of: (a) an open meeting that is a site visit or a traveling tour, if no vote or other action is taken by the public body".

Water Conservancy District will consider a grant application to pay a portion of the approximately \$80,000 cost of all of the water conservation film clips that are being produced for KID.

#### **Review of 10 Things That We Would Like Our Customers to Know About KID:**

Greg Anderson reviewed a list of 16 information items, to be winnowed down to ten, that was included in the Board Book. The Trustees and staff discussed each point on the list, and refined some of the points, and the Trustees identified the statements that they considered to be of greatest importance. During the discussion, each Trustee made comments and suggestions, with staff to follow-up.

#### **Review of the Juneteenth National Freedom Holiday:**

A Memorandum prepared by Greg Anderson regarding the Juneteenth National Freedom Day holiday was included in the Board Book. Mr. Anderson recommended that the Trustees revise Section 2.1.17, Holidays and Leaves, in the District's Personnel Policies and Procedures Manual, to recognize the Juneteenth National Freedom Day as a holiday for KID employees. It is already a recognized holiday at the state and federal levels. Following a back and forth discussion, including questions and additional information, the Trustees agreed that the issue should be placed on the agenda of the next regular KID Board meeting.

#### **Review of Sick Leave Policy:**

Greg Anderson discussed a retirement sick leave analysis that was included in the Board Book and explained how the District's Sick Leave Policy could be modified in a way that would significantly reduce a contingent liability that must be carried on the District's books, without harming employees. To provide guidance, Mr. Anderson also reviewed the policies of Murray City, three improvement districts that serve nearby areas, and the Central Valley Water Reclamation Facility.

There was a back and forth discussion among the Trustees and staff during which everyone, including the District's attorney, participated. It was agreed that the proposed Sick Leave Policy changes should be considered further during a regular meeting of the Board.

#### **Website Modification:**

Greg Anderson requested input from the Trustees regarding the format of KID's website. He explained that staff would like to modify the website to include additional features to accommodate customers. It is likely that the suggested modifications will require the issuance of a Request for Qualifications to be submitted by website architects. Information regarding the need for website modifications, such as ADA (American Disabilities Act) compliance, and possible improvements for the District's website were included in the Board Book. A back and forth discussion ensued between the Trustees and staff. This agenda item may be the subject of a future Board discussion.

**24 Hour District Contact Requirement – Customer Contact Information:**

Greg Anderson explained that the Lead and Copper Rule and the Utah Division of Drinking Water are requiring the District to have in place the ability to contact all of the District’s customers within 24 hours, which is a tall order. KID staff contacted several adjoining cities and local districts to see what methods and policies they have in place to comply with this requirement. A compilation of the responses was included in the Board Book. During a back and forth discussion, it was concluded that “TextMyGov” is not the best option. This issue will require further consideration.

**Enhancing Relationship & Partnership with Municipalities that KID Serves:**

The Trustees and staff discussed steps the District might take to improve its relationship and partnership with municipalities within KID’s service area (the Kearns Metro Township, a portion of West Valley City, a portion of West Jordan City, and a very small part of Taylorsville City).

**2023 Water and Sewer Conference Training:**

Greg Anderson requested input from the Trustees on which conferences and training opportunities they want to consider for the 2023 calendar year. A 2022 KID events calendar and a 2023 KID events calendar were included in the Board Book, as was a list of future conferences to be considered by the Board. Chair Hatch asked about the 2023 Sustainable Water Management Conference sponsored by the American Waterworks Association; and other training opportunities were discussed in some detail.

**Anticipated Capital Improvement Project Considerations – 2023+:**

James Woodruff reviewed in detail a list of ten anticipated capital projects that was included in the Board Book. He reviewed the scope and anticipated cost of each project, and explained the need for and benefits to be derived from the projects.

**Integrating Electric Vehicles/Charging Stations into KID Fleet:**

A document entitled “KID Electrical Vehicle Charging Option Questions”, including supporting information, was included in the Board Book. Greg Anderson requested guidance from the Trustees. All three Trustees expressed the view that now is not the time to install electric vehicle charging stations, but agreed that the time might be right at some point in the future.

**Consider Closed Meeting – Discuss the Character and Professional Competence of an Individual(s):**

It was moved by Trustee Christensen and seconded by Trustee Monson as follows:

**That the meeting be closed to discuss the character, professional competence, or physical or mental health of an individual.**

The motion carried with Trustees Hatch, Christensen and Monson each voting in the affirmative. Chair Hatch declared the meeting to be closed at 2:42 p.m. All three Trustees, along with Greg Anderson, Riley Astill, James Woodruff, Jamie Banh and Mark Anderson, remained in the Board room during the closed portion of the meeting.

Chair Hatch declared the Board meeting to again be open at 3:08 p.m., and read a statement about the closed portion of the meeting into the record. No action was taken during the closed portion of the meeting other than the approval of a motion, made by Trustee Monson and seconded by Trustee Christensen, to end the closed session and return to open session.

**Adjourn:**

There being no further business to come before the Board, Chair Hatch declared the meeting to be adjourned at 3:09 p.m.

Approved by the Board of Trustees of the Kearns Improvement District on the 12<sup>th</sup> day of July, 2022.

Date: August 9, 2022

Cheryle A. Hatch  
Cheryle A. Hatch, Chair

Date: 9 Aug 2022

Gregory R. Christensen  
Gregory R. Christensen, Vice Chair

Date: 9 August 2022

Jeff Monson  
Jeff Monson, Board Clerk