

**MINUTES OF THE MEETING OF THE
KEARNS IMPROVEMENT DISTRICT (KID) BOARD OF TRUSTEES
HELD AUGUST 8, 2023 AT THE DISTRICT OFFICE
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH**

Trustees Present:

Cheryle A. Hatch
Jeff Monson
Gregory R. Christensen

Staff Present:

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

Others Present:

Marie Owens, AE2S (Advanced Engineering and Environmental Services, LLC)

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 Cheryle Hatch.

Public Comments:

There were no public comments.

Approval of Minutes (Regular Meeting, July 11, 2023):

None of the Trustees having any questions or concerns regarding the July 11, 2023 Board meeting minutes, a copy of which was included in the Board Book, it was moved by Trustee Monson and seconded by Chair Hatch as follows:

That the minutes of the July 11, 2023 regular Board meeting be approved as presented.

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

Board Training – “Why Does KID Staff Do Stretch Exercises Each Morning”:

After introducing himself, Frank deJong explained that regular stretching exercises improve flexibility, blood flow, etc., and generally improve a person’s health and reduce on the job injuries. Mr. deJong went into detail concerning KID’s employee stretch exercises. Greg Anderson added information, praising the benefits of the program for KID and its employees. He believes that it significantly reduces down time and saves KID money. At the end of the presentation, Mr. deJong was thanked for his service to the District and for his excellent presentation.

Discuss the General Manager’s Report:

A copy of Greg Anderson’s monthly written Report was included in the Board Book. Mr. Anderson touched on highlights from the Report, including a notification from Congressman Burgess Owens’ office that the United States House Appropriations Committee has accepted KID’s grant request for the Kearns Junior High School Waterline Replacement Project in the amount of \$1,000,000 (which is one-half of the requested amount the - Central Valley Water Reclamation Facility and the Taylorsville Bennion Improvement District will also receive grant funding that is less than the amounts requested). KID’s grant will be included in the 2023 Appropriations Bill that will be voted on by Congress later this year. Greg Anderson has received an invitation from Tim Davis, the Director of the Utah Division of Drinking Water, to serve on a Senate Bill 76 Study Group regarding the regionalization of water. Mr. Anderson also discussed meetings with local political groups such as the Kearns Community Council; planning for the Kearns Night Out Celebration and other community activities; meeting with other special district managers; the lack of representation on the Jordan Valley Water Conservancy District Board; the possibility that land belonging to Kennecott may be annexed into KID as it is developed by Kennecott; the opportunity to host Unified Police Department Chief Levi Hughes and his Lieutenant on a tour of KID’s facilities; and other matters.

Discuss the Public Works Report:

A copy of James Woodruff’s monthly written Report was included in the Board Book. Mr. Woodruff reviewed high points from the Report, including the impacts of a power outage; efforts to update the District’s SCADA System; the status of the District’s ongoing capital facilities projects, including the 4700 South Outfall Sewer Line, water line construction and design activities, and the 4460 Water Main Replacement Project; the use of a flow meter to monitor wastewater flows in the District’s system (he would like to purchase two or three more meters to assist in that effort); and other matters.

Discuss the Administrative and Financial Reports:

Mr. Astill’s monthly written Reports were included in the Board Book, including a Summary Report, the Statement of Net Position, the Connection and Population Report, and the

Customer Service Report. Mr. Astill reviewed and discussed high points and issues in the Reports, noting that the District was \$409,000 “to the good” for the month of June. During his presentation, there was a back and forth discussion between Mr. Astill and the Trustees concerning such matters as a recent power outage, high short-term interest rates compared to long-term interest rates, and a change in landscaping at District facilities to remove turf and replace it with water wise alternatives.

Consider the Check Register:

Riley Astill responded to questions from the Trustees regarding specific entries in the June, 2023 Check Register, which is a list of all payments made during the month. The Check Register was included in the Board Book. After a brief discussion, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That the June 2023 Check Register be ratified and approved as presented.

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

Consider Training Requests:

The agenda for the upcoming American Water Works Association (AWWA) Intermountain Section Conference, which will be held at the Davis Conference Center in Layton, was included in the Board Book. After the Trustees and staff discussed the Conference, it was understood that additional information from the AWWA will be forthcoming regarding the Conference.

Consider Purchases/Costs Over \$50,000:

James Woodruff reviewed a series of payment requests, starting with an invoice from Whitaker Construction Company, Inc. (Application No. 8) for work on the 4700 South Outfall Sewer completed and inspected for the month of July in the amount of \$1,810,450.00, less a 5% retention (\$90,522.50), leaving a net payment due of \$1,719,927.50. Mr. Woodruff recommended approval of the payment request. After Mr. Woodruff responded to a question from Trustee Christensen regarding how much pipe is involved in the project, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That the payment request submitted by Whitaker Construction Company, Inc. for work on the 4700 South Outfall Sewer be approved for payment in the amount of \$1,719,927.50.

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

Mr. Woodruff then reviewed a payment request from Noland & Son Construction Co., Inc. for work on the Zone D Loop Water Line (Application for Payment No. 6). The value of work

completed and inspected for the month of June, 2023 was \$246,519.15. With the project having been completed, Mr. Woodruff recommended, in addition to paying for the work, that the remaining 5% retention, totaling \$40,393.25, be released as required by the construction contract. Consequently, he recommended approval of a final payment of \$286,912.40. Greg Anderson provided additional information. It was then moved by Trustee Christensen and seconded by Trustee Monson as follows:

That a final payment to Noland & Son Construction Co. for work on the Zone D Loop Water Line be approved in the amount of \$286,912.40.

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

Mr. Woodruff then reviewed an invoice and purchase approval request from Bowen Collins & Associates for work on the SCADA Upgrade Project completed in June, 2023, in the amount of \$86,971.39, which Mr. Woodruff recommended be approved. Mr. Woodruff explained that this will be the second to last payment to the engineers for this project. In response to a question from Trustee Christensen, Greg Anderson provided information regarding the SCADA System warranty, particularly as it relates to a power outage; and Mr. Woodruff responded to a question from Chair Hatch. It was then moved by Trustee Monson and seconded by Trustee Christensen as follows:

That the invoice and payment request from Bowen Collins & Associates on the SCADA Update Project be approved for payment in the amount of \$86,971.39.

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

Finally, Mr. Woodruff asked the Board to ratify the payment of an invoice from Nickerson Company for work on the Well #10 Replacement Project in the amount of \$69,305.00. This payment was, out of a necessity, made prior to the Board meeting. However, before making the payment, an effort was made to contact all three Trustees, but only two Trustees could be contacted and polled regarding paying the late invoice prior to the next Board meeting. Trustees Hatch and Christensen assented to the payment on the condition that the payment be brought to the Board for ratification.

Following a brief discussion, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That the \$69,305.00 payment to Nickerson Company for work on the Well #10 Replacement Project be ratified and approved.

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

A Memorandum from Mr. Woodruff and backup documentation on each purchase request were included in the Board Book.

Consider Bond Releases/Reductions:

A Memorandum from Mr. Woodruff recommending the release of the final 10% bond, in the amount of \$22,870.40, for the Views #2 Subdivision was included in the Board Book. The one year warranty period on the water and sewer infrastructure that was installed in the subdivision by or for the developer has ended. It was moved by Trustee Monson and seconded by Trustee Christensen as follows:

That the final 10% warranty bond for the Views #2 Subdivision be released in the amount of \$22,870.40.

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

Discuss Electronic Board Books:

Greg Anderson asked the Trustees to consider no longer receiving a printed Board Book each month but, instead, having a tablet to which the Board Book would be sent each month in a Dropbox (electronic file folder). The tablets will cost the District approximately \$700; will be intended for official Board business; and will be subject to GRAMA (the Government Records Access and Management Act). Mr. Anderson stated that not having to print and collate the Board Books each month would save many hours of staff time, and would also save paper and ink. The Trustees assented to the change.

Central Valley Water Reclamation Facility:

A copy of the agenda for the July 26, 2023 Central Valley Water Reclamation Facility Board meeting was included in the Board Book. Greg Anderson reviewed highlights from the Board meeting and he and Trustee Monson, who represents KID on the Central Valley Board, reported that the Central Valley Board added Juneteenth and Veterans Day as official holidays, obtained a compensation study, reviewed a cyber security report in a closed Board meeting, and voted to delay by two years a contract with developers that are interested in purchasing the Central Valley Golf Course and developing it for other uses (but no further extensions will be granted to the potential developers). The Golf Course lease will also be extended by two years.

Jordan Valley Water Conservancy District:

A copy of the agenda for the July 12, 2023 Jordan Valley Water Conservancy District Board of Trustees meeting was included in the Board Book. Greg Anderson was not able to attend the July Jordan Valley Board meeting. Trustee Christensen stated that the Jordan Valley property tax rate increase public hearing would take place tomorrow night (August 9, 2023). Trustee Christensen noted that Jordan Valley is increasing both its property tax rate and its wholesale and retail water rates, even though Jordan Valley has extensive cash reserves.

Utah Association of Special Districts:

Since there had not been a UASD Board meeting since the last KID Board meeting, there was no report. The next UASD Board meeting will take place on Thursday, August 9, 2023.

Kearns Metro Township Council:

There was no report.

Kearns Community Council:

There was no report.

ChamberWest – Board of Governors:

Greg Anderson presented a brief report concerning current ChamberWest activities, particularly focusing on legislative issues.

Trustee Per Diem Report:

A copy of the August 2023 Trustee Per Diem Report 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 7:16 p.m.

Approved by the Board of Trustees of the Kearns Improvement District on the 12th day of September, 2023.

Dated: September 12, 2023 by /s/ Cheryle A. Hatch, Chair

Dated: September 12, 2023 by /s/ Gregory R. Christensen, Vice-Chair

Dated: September 12, 2023 by /s/ Jeff Monson, Board Clerk