

**MINUTES OF THE TRUSTEES MEETING  
OF THE KEARNS IMPROVEMENT DISTRICT (KID)  
HELD MARCH 10, 2020 AT THE DISTRICT OFFICE  
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH**

**Trustees Present:**

Cheryle A. Hatch  
Gregory R. Christensen

**Trustee Excused:**

Jeff Monson

**Staff Present:**

Pamela Gill	General Manager
Greg Anderson	Public Works Director/Engineer
Riley Astill	Finance Director
Mark H. Anderson	Attorney
Jamie Banh	Administrative Assistant

**Call to Order:**

Vice Chair Hatch welcomed all those in attendance and called the meeting to order at 5:30 p.m. The invocation was offered by Pamela Gill and the pledge of allegiance was led by Cheryle Hatch.

**Public Comments:**

There were no public comments.

**Approval of Minutes (Regular Meeting, February 11, 2020):**

There being no corrections to the minutes, it was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That the minutes of the KID Board meeting held February 11, 2020, be adopted and approved as presented.**

The motion carried with Trustees Hatch and Christensen each voting “aye”.

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

Ms. Gill reviewed her written report with the Trustees. Among other things, she explained that the Utah Local Governments Trust provided \$5,000 in no fault insurance coverage, which

isn't offered by Olympus Insurance. Consequently, the District will self-fund the no fault insurance coverage using premium savings that will result from switching to Olympus Insurance. Ms. Gill and Riley Astill explained that the no fault coverage will provide protection for District customers when a main sewer line backs up through no fault of the District. Ms. Gill also reported on the successful Fix a Leak Program that was presented to 419 4<sup>th</sup> grade students in five elementary schools and the success of LocalScapes conservation classes held at KID by the Jordan Valley Water Conservancy District. She also mentioned legislative activities and other items of interest.

Riley Astill reviewed his monthly Financial/Administrative Report, including a review of steps being taken to secure the District's IT system (including e-mails), and responded to a question concerning the failure rate of the District's water meters.

Greg Anderson reviewed the monthly Public Works Report, including the status of each of the 13 capital improvement projects that are currently under construction. Progress on the Zone E 1.5 Million Gallon Tank was a highlight of Mr. Anderson's presentation. Mr. Anderson responded to questions from both Trustees, and reviewed a workshop he attended that dealt with high levels of lead in the Flint Michigan water supply.

#### **Consider Check Register:**

Riley Astill responded to a series of questions from Vice Chair Hatch respecting the January, 2020 Check Register, which is a list of checks and direct deposits issued during the month, a copy of which was included in the Board Book. At the end of the discussion, it was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That the January, 2020 Check Register be ratified and approved as presented.**

The motion carried with Trustees Hatch and Christensen each voting "aye".

#### **Discuss Financial Report:**

Riley Astill reviewed the monthly Financial Report, which consists of a series of reports including the Statement of Net Position, the Statement of Revenues & Expenses, the Customer Service Report, and the Executive Safety Report, all of which were included in the Board Book.

#### **Consider Training Requests:**

There were no training requests for the Trustees to consider.

#### **Consider Purchases/Costs over \$50,000:**

Greg Anderson presented three payment requests for the Board's consideration, starting with Contractor's Application for Payment No. 2 submitted by Noland & Son Construction Co. Inc. for work completed on the Zone "D" U-111 Water Main Extension in the amount of \$282,533, less a 5% retention amount of \$14,117.65, resulting in a net payment of \$268,235.35, which Mr. Anderson recommended favorably to the Board. It was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That the Application for Payment submitted by Noland & Son Construction Co. Inc. be approved, as recommended, for a payment of \$268,235.35.**

The motion carried with Trustees Hatch and Christensen each voting "aye".

Greg Anderson then reviewed Invoice #13160 submitted by Dakota Pump, for work on the Cougar Lane Dry Lift Station, in the amount of \$98,468, with no retention. Mr. Anderson recommended approval of the payment. It was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That the requested payment to Dakota Pump for work performed on the Cougar Lane Dry Lift Station be approved in the amount of \$98,468.**

The motion carried with Trustees Hatch and Christensen each voting "aye".

Finally, Greg Anderson presented Application for Payment No. 3 from Gerber Construction Inc. for work on the Zone E 1.5 Million Gallon Tank in the amount of \$355,850, less a 5% retention of \$17,792.50, resulting in a net payment amount of \$338,057.50. Mr. Anderson recommended approval of the payment request. It was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That a payment to Gerber Construction, Inc. for work on the Zone E 1.5 Million Gallon Tank be approved in the amount of \$338,057.50.**

The motion carried with Trustees Hatch and Christensen each voting "aye".

Supporting documentation for all three payment requests was included in the Board Book.

**Consider Bond Releases/Reductions:**

There were no Bond Releases or Reductions to be considered by the Board.

**Consider Vehicle Policy and Procedure:**

The Trustees considered revised and updated Title 2 Chapter 2 of the District's Administrative Policies and Procedures Manual, entitled "Vehicles". The Trustees and staff have been working on the Vehicles Policy for the past two months.

It was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That the Vehicles Policy (contained in Title 2 Chapter 2 of the District's Administrative Policies and Procedures Manual) be approved and adopted as updated.**

The motion carried with Trustees Hatch and Christensen each voting "aye".

### **Consider 4700 South Outfall Line Engineering/Design Services Agreement:**

The Trustees, Ms. Gill and Greg Anderson discussed a Memorandum, which was included in the Board Book, dealing with the Consultant Services Contract between the District and the engineering firm Hansen Allen & Luce, Inc. A Phase 1 Hydraulic Evaluation of the 4700 South Outfall Line constitutes Task No. 8 under the Contract. The engineers will evaluate the 4700 South Sewer Outfall Line to identify portions of the Line that require correction. It is anticipated that the study will be completed by the end of May of this year. The proposed fee for this phase of the project is \$18,591.21.

It was moved by Trustee Christensen and seconded by Vice Chair Hatch as follows:

**That Task No. 8 under the Hansen Allen & Luce, Inc Consulting Services Contract be approved in the not to exceed amount of \$18,591.21 and that the District's General Manager be authorized to sign any required contract documents and to issue a notice to proceed to the engineering firm.**

The motion carried with Trustees Hatch and Christensen each voting "aye".

### **Central Valley Water Reclamation Facility:**

Vice Chair Hatch, KID's representative on the Central Valley Board, reviewed the February 20, 2020 Central Valley Board meeting agenda, a copy of which was included in the Board Book. She reported that Central Valley is moving forward with a number of capital projects, and reviewed details of some of those projects, including work on two of Central Valley's five digesters.

### **Jordan Valley Water Conservancy District:**

The March 11, 2020 Jordan Valley Board meeting agenda was included in the Board Book. Trustee Christensen, who also serves on the Jordan Valley Board, reported concerning the upcoming election of Jordan Valley Board officers; the appointment or reappointment of five Board members by Governor Herbert with the advice and consent of the Utah Senate; Jordan Valley's preliminary Budget for the fiscal year that commences July 1<sup>st</sup> (which reflects a 0% increase in wholesale water rates and no property tax increase); Jordan Valley's \$6,000,000 reserve account; projected 2.3% rate increases over the next ten years; and other matters. Trustee Christensen expressed concern that there may be pressure to include a rate increase or a property tax increase in the next Jordan Valley Budget. He stressed that he is fighting hard to keep Jordan Valley's costs and charges down.

### **Utah Association of Special Districts:**

Pamela Gill, who serves on the UASD Board, reported on the Association's extensive lobbying effort on behalf of local districts and special service districts during the 2020 Session of the Utah Legislature.

**Kearns Metro Township Council:**

Since the Kearns Metro Township Council meeting was being held at the same time as this Board meeting, Vice Chair Hatch had no report.

**Kearns Community Council:**

Due to the excused absence of Chair Monson, there was no Kearns Community Council report.

**Trustee Per Diem Report:**


The February, 2020 Trustee Per Diem Report was included in the Board Book.

**Adjourn:**

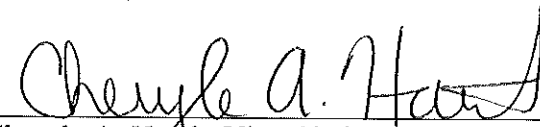
There being no further business to come before the Trustees, Vice Chair Hatch declared the meeting to be adjourned at 7:12 p.m.

Approved by the Board of Trustees on the 9<sup>th</sup> day of June, 2020.


Date: 9 June 2020

  
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Jeff Monson, Chair

Date: 6/09/2020

  
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Cheryl A. Hatch, Vice Chair

Date: 9 JUNE 2020

  
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Gregory R. Christensen, Board Clerk