

**MINUTES OF THE TRUSTEES MEETING
OF THE KEARNS IMPROVEMENT DISTRICT (KID)
HELD FEBRUARY 11, 2020 AT THE DISTRICT OFFICE
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH**

Trustees Present:

Jeff Monson
Cheryle A. Hatch
Gregory R. Christensen

Staff Present:

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

Others Present:

Bryon Elwell	Elwell Consulting Group
Douglas Kornele	Resident

Call to Order:

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

Public Comments:

There were no public comments.

Approval of Minutes (Regular Meeting, January 14, 2020):

After minor corrections to the minutes were noted, it was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That the minutes of the KID Board meeting held January 14, 2020, be adopted and approved, with minor corrections as noted.

The motion carried with Trustees Monson, 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 monthly report. Among other things, Ms. Gill noted that the "no fault" insurance offered by Olympus Insurance differs from coverage that was previously offered by the Utah Local Governments Trust. Ms. Gill reviewed a meeting with Olympus Insurance and the Workers Compensation Fund to review benefits, programs and training opportunities. Staff will meet with a state contract provider, after which a proposal will be presented to the Board. During her presentation, Ms. Gill responded to questions from Chair Monson and Trustee Hatch.

Mr. Astill reviewed his written monthly Financial/Administration Report, and responded to a series of questions from all three Trustees.

Greg Anderson reviewed his written monthly Public Works Report, including reviewing the status of each of the District's capital improvement projects. Mr. Anderson also responded to questions from the Trustees.

Consider Check Register:

The December, 2019 Check Register, which is a list of checks and direct deposits issued during the month, was included in the Board Book. Mr. Astill responded to questions from all three Trustees respecting individual entries in the Register. Greg Anderson provided additional information respecting specific checks. After the Check Register total amount was corrected, it was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the December, 2019 Check Register be ratified and approved in the total amount of \$3,406,900.02.

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

Discuss Financial Report:

The monthly Financial Report, which consists of a series of reports including the Statement of Net Position, the Administrative Service Report, the Customer Service Report and the Executive Safety Report, was included in the Board Book. Mr. Astill provided a brief overview of portions of the written Reports and responded to questions from the Trustees.

Consider Training Requests:

Ms. Gill requested approval for four employees and interested Board members to attend the AWWA (American Water Works Association) Annual Conference in Orlando, Florida from June 14 to June 17, 2020. A copy of the Conference schedule was included in the Board Book. Following a brief discussion, it was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That four employees and those Board members wishing to attend be authorized to attend the AWWA Annual Conference in Orlando, Florida at District expense.

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

Ms. Gill requested that two employees, be authorized to attend the UGFOA (Utah Government Finance Officers Association) Conference, which will be held in St. George Utah, April 8 - 10, 2020. It was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That two employees be authorized to attend the UGFOA Conference in St. George, Utah at District Expense.

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

Consider Purchases/Costs over \$50,000:

Greg Anderson reviewed Contractor's Application for Payment No. 1 from Noland & Son Construction Company, Inc. for work on the Zone D U-111 Water Main Extension completed and inspected during the month of January, 2020, in the total amount of \$208,701.50, less a 5% retention amount (\$10,435.08), for a net payment amount of \$198,266.43. In response to a question from Trustee Christensen, Greg Anderson confirmed that Noland Construction is a good, solid contractor. It was then moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That a payment to Noland & Son Construction Company, Inc. be approved for work on the Zone D U-111 Water Main Extension in the net amount of \$198,266.43.

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

Greg Anderson then recommended a payment to FX Construction for work completed during January 2020 on the Zone A 2 Million Gallon Tank in the amount of \$65,494.00, less a 5% retention of \$3,274.70, for a net payment amount of \$62,219.30. It was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That the invoice submitted by FX Construction for work on the Zone A 2 Million Gallon Tank be approved for payment in the net amount of \$62,219.30.

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

Greg Anderson then reviewed Contractor's Application for Payment No. 1 from Gerber Construction Inc. for work on the Zone E 1.5 Million Gallon Tank completed and inspected during the month of January, 2020 in the amount of \$260,510.00, less a 5% retention of \$13,025.50, for a net payment amount of \$247,484.50. It was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That a payment be approved for work on the Zone E 1.5 Million Gallon Tank by Gerber Construction Inc. in the net amount of \$247,484.50.

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

Consider Bond Releases/Reductions:

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

Discuss Security – possible closed meeting:

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

That the meeting be closed for a discussion regarding the deployment of security personnel, devices or systems.

The motion carried with Trustees Monson, Hatch and Christensen each voting "aye". Chair Monson declared the meeting to be closed at 6:45 p.m. All three Trustees, along with Pamela Gill, Greg Anderson, Riley Astill, Mark Anderson and Jamie Bahn, remained in the Board room during the closed session.

Chair Monson declared the meeting to again be open at 6:56 p.m. and Bryon Elwell and Douglas Kornele re-entered the Board room. No action was taken during the closed portion of the meeting other than the approval of a motion to close the closed session and return to open session that was made by Trustee Christensen and seconded by Trustee Hatch.

Public Comments:

Chair Monson allowed agenda item 1.D. to be taken out of order. Douglas Kornele inquired concerning whether the District's water meters are repairable. Mr. Astill explained that the meters are under warranty and can be returned to the factory if they fail during the warranty period. The District then receives a pro rata refund or credit. In response to another question from Mr. Kornele, Mr. Astill confirmed that impact fees collected by the District can be used to repay bonds that were issued to finance the construction of facilities that are required to serve new growth. In response to another question, Greg Anderson explained that KID receives water from the Jordan Valley Water Conservancy District at four locations. The water is then pumped to the District's storage tanks. In response to a question from Mr. Kornele respecting power failures, Greg Anderson explained that emergency generators can be used to pump the water. Mr. Kornele's final question dealt with how the District would deal with a catastrophic event. Greg Anderson explained that, in a worst-case scenario, emergency water may be delivered to neighborhoods.

Consider Risk and Resilience Assessment Consulting Services:

Ms. Gill reported that three timely proposals were submitted in response to a Request for Proposals for risk and resilience assessment consulting services. An evaluation committee scored all three proposals, with Elwell Consulting Group receiving the highest marks. Ms. Gill

recommended that management be authorized to negotiate a contract with Elwell Consulting Group for ongoing resilience assessment consulting services at a not to exceed cost of \$90,000. It was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That a contract for ongoing risk and resilience assessment consulting services be awarded to Elwell Consulting Group at a not to exceed cost of \$90,000, and that KID management be authorized to negotiate the terms of the contract.

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

Consider Vehicle Policy and Procedure:

Ms. Gill noted that, due to needed corrections and revisions, the Vehicle Policy will be considered next month. The Board stated they have reviewed the Policy, and handed their notes to Ms. Gill, who expressed appreciation for the input.

Consider Municipal Wastewater Planning Program Survey:

A copy of KID’s 2019 Municipal Wastewater Planning Program Annual Report was included in the Board Book. Ms. Gill explained that the State requires this Report each year. As reflected in the Report, the District is in “good shape”. Ms. Gill asked the Board to approve the Report. The Trustees having no questions concerning the Report, it was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the Kearns Improvement District Municipal Wastewater Planning Program Annual Report for the year ending 2019 be approved as presented.

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

Consider Professional Consulting Services Contract:

Greg Anderson reminded the Trustees that Statements of Qualifications were submitted by professional engineering and architectural firms, and contracts were awarded by the District in 2017. JUB Consulting Engineers, Inc. and Bowen Collins Associates were both awarded contracts to provide sewer system consulting services. The contracts cover the provision of services from 2018 through 2023. Hansen, Allen & Luce, Inc. was the third ranked consulting firm in the sewer category. Greg Anderson and Ms. Gill recommended that a contract be awarded to Hansen, Allen & Luce, Inc., as the third ranked firm, to provide design professional sanitary sewer consulting services through 2023.

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

That a contract to provide sewer consulting services be awarded to Hansen, Allen & Luce Inc. as recommended by staff.

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

Consider Central Valley Water Reclamation Line Ownership:

Ms. Gill explained that KID owns and maintains an approximately eight-hundred foot long section of outfall line that is on the Central Valley Water Reclamation Facility side of the District's meter. Central Valley management has been asked if Central Valley might be willing to assume ownership of the line. Central Valley management responded favorably to the request. Ms. Gill requested Board approval to pursue the proposal with the Central Valley Board. Ms. Gill noted that, because an old written Easement had never been recorded with the County Recorder, a new Easement for the line has been secured and recorded.

Ms. Gill would also like to discuss the ownership and maintenance of KID's syphon under the Jordan River and related outfall lines with Central Valley management, and requested that the Board authorize her to pursue that proposal.

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

That staff be authorized to pursue the transfer of title to approximately eight-hundred feet of outfall sewer line located on the Central Valley Water Reclamation Facility side of KID's meter to Central Valley, and also to discuss the ownership and maintenance of KID's Jordan River syphon and related outfall lines with Central Valley.

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

Discuss "Fix A Leak Week" Activities:

A memorandum from Abby Williams, KID's Water Conservation Coordinator, detailing Fix A Leak Week Activities was included in the Board Book. Ms. Gill reviewed the memorandum and invited the Trustees to attend Fix A Leak Week presentations that will be made to 4th grade classes in elementary schools located within the area served by the District. Eleven schools have been invited to participate and, as of February 5th, five schools had accepted the invitation, for a total of sixteen 4th grade classes with 419 students. The presentations will be made during the weeks of March 2 through 6 and March 9 through 13. Trustee Hatch stated that she should be able to attend a couple of the presentations.

Ms. Gill mentioned that six individuals have already signed up for landscape classes sponsored by the District.

Central Valley Water Reclamation Facility:

A copy of the January 22, 2020 Central Valley Board meeting agenda was included in the Board Book. Trustee Hatch reported concerning her first Central Valley Board meeting as KID's representative. She stated that Central Valley's capital projects are moving forward, noting that the odor control project is now 90% complete and the design phase is complete for the nutrient removal project.

Jordan Valley Water Conservancy District:

A copy of the February 12, 2020 Jordan Valley Board meeting agenda was included in the Board Book. Trustee Christensen, who also serves on the Jordan Valley Board, briefly reviewed current Jordan Valley activities. He noted that Zach Frankel, representing the Rivers Council, chastised the Jordan Valley Board for low water rates and inadequate water conservation. Trustee Christensen also mentioned water efficiency standards applicable to landscape designs. He noted that municipalities, not water districts, have the power to mandate water conservation landscaping, and districts should not be punished because they cannot implement landscape water efficiency standards.

Ms. Gill added that a retail water provider's customers should not be penalized because of growth, which could be the effect of Jordan Valley's plan to assess higher water service rates on Jordan Valley's wholesale customers who experience growth. Jordan Valley's plans could put KID in an unfair position, compared to other Jordan Valley wholesale customers, because KID has not reached buildout. Trustee Christensen noted that 25% of KID's service area has yet to be developed.

Trustee Christensen noted that the Utah State Senate will ratify the Governor's appointees this coming Thursday afternoon. Of the five appointees to the Jordan Valley Board, three are new Trustees, and four women will now serve on the Jordan Valley Board.

Utah Association of Special Districts:

The agenda of the January 24, 2020 UASD Board meeting was included in the Board Book. Ms. Gill praised the Association's great legislative team and mentioned that UASD Legislative Committee meetings are held every Tuesday during the Legislative Session to review Bills of interest to local and special service districts.

Kearns Metro Township Council:

The January 13, 2020 Kearns Metro Township Council meeting agenda was included in the Board Book. Trustee Hatch had nothing to report because the doors were locked when she attempted to attend the advertised meeting.

Kearns Community Council:

A copy of the February 4, 2020 Kearns Community Council meeting agenda was included in the Board Book. Chair Monson recapped the "quick meeting" for the benefit of the other Trustees and staff. Among other things, he mentioned Unified Police Department personnel changes affecting the Kearns community; new summer programs being planned by the Kearns Recreation Center; upcoming Kearns Oquirrh Park Fitness Center activities, including a state swim meet and the annual Fire Water & Ice event; food and winter clothing drives sponsored by the Point Church; traffic lights that are being replaced; and fencing to keep students off the railroad bridge at 5400 South.

Trustee Per Diem Report:

The January, 2020 Trustee Per Diem Report, reflecting no activity, was included in the Board Book.

Adjourn:

There being no further business to come before the Trustees, Chair Monson declared the meeting to be adjourned at 8:07 p.m.

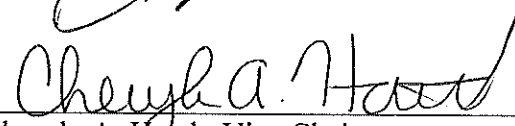
Approved by the Board of Trustees on the 10th day of March, 2020.

Date: 9 June 2020



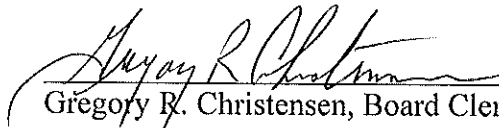
Jeff Monson, Chair

Date: 10 March 2020



Cheryl A. Hatch, Vice Chair

Date: 10 Mar 2020



Gregory R. Christensen, Board Clerk