

**MINUTES OF THE TRUSTEES MEETING
OF THE KEARNS IMPROVEMENT DISTRICT (KID)
HELD MAY 12, 2020¹**

Trustees Present:

Jeff Monson
Cheryle A. Hatch
Gregory R. Christensen

Staff Present:

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

Others Present:

Linda Townes Jordan Valley Water Conservancy District

Call to Order:

Chair Monson called the meeting to order at 5:30 p.m., after which he welcomed all those in electronic attendance. The invocation was offered by Riley Astill and the pledge of allegiance was led by Chair Monson.

Public Comments:

There were no public comments.

Approval of Minutes (Regular Meeting, March 10, 2020):

None of the Trustees having any corrections or additions for the minutes, it was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the March 10, 2020 Board meeting minutes be approved as presented.

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

¹ The meeting was held purely as an electronic meeting, including an opportunity for the public to monitor the meeting and provide comments electronically (GoToMeeting Conference and telephone call in), pursuant to an Executive Order suspending portions of the Open and Public Meetings Act due to the COVID-19 pandemic issued by the Governor of the State of Utah on March 18, 2020.

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

Ms. Gill briefly reviewed her written report, a copy of which was included in the Board Book, and explained that the District office has opened for business with social distancing, face masks and gloves. Steps are being taken to avoid disconnecting service to delinquent customers, at least for now. During her presentation, Ms. Gill responded to a number of questions from the Trustees, which included confirming that the District has yet to experience an increase in payment delinquencies due to COVID-19 and discussing pump repairs in the 6200 South pump station. Greg Anderson added information concerning the redundancy that has allowed the District to continue to function while the 6200 South Pump is being repaired

Riley Astill reviewed portions of the Administrative/Financial Report, a copy of which was also included in the Board Book, and reported that the District's finances are in good shape, updated the Trustees concerning the annual audit that is currently being conducted by outside auditors, and responded to questions from Trustee Christensen concerning the audit.

Greg Anderson's written Public Works Report was distributed to the Trustees. Mr. Anderson provided an update for each of the 13 capital projects that are in various stages of planning and construction.

Consider Check Register:

Because there was no April Board meeting, the Check Register listed all of the checks issued and direct deposits made during the months of February and March, 2020. The Check Register was included in the Board Book. Riley Astill responded to questions from all three Trustees respecting specific checks, after which it was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That the February and March, 2020 Check Registers be ratified and approved as presented.

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 Customer Service Report and the Executive Safety Report, was included in the Board Book. Mr. Astill explained that the District's finances are "tracking well". Trustee Christensen declared that he was pleased with the per-capita water use numbers in the Connection and Population Report.

Consider Training Requests:

There were no training requests for the Trustees to consider.

Consider Purchases/Costs over \$50,000:

Due to a Board meeting not having been held in April, an unusually large number of purchases were presented to the Trustees for approval and ratification.

Greg Anderson reviewed an invoice from Noland & Son Construction for work during April on the Zone D U-111 Watermain Extension in the amount of \$575,927.50, less a 5% retention (\$28,796.37), for a net payment amount of \$547,131.13. Mr. Anderson responded to a question from Trustee Christensen respecting standard documentation of purchase requests. It was then moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That a \$547,131.13 payment to Noland & Son Construction for work during April on the Zone D U-111 Watermain Extension be approved.

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

Greg Anderson reported that FX Construction is nearing the completion of the Zone A 2 Million Gallon Tank, with some landscape work yet to be finished. He recommended approval of the FX Construction invoice covering work completed and inspected in April, 2020 in the amount of \$161,970.00, less a 5% retention of \$8,098.50, for a net payment of \$153,871.50. It was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That a payment to FX Construction in the amount of \$153,871.50 be approved pursuant to the District's contract with FX Construction.

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

Greg Anderson asked the Trustees to approve an invoice from FX Construction for work on the Zone E Booster Pump Station that was completed and inspected during April, in the amount of \$68,587.19, less a 5% retention of \$3,429.36, for a net payment amount of \$65,157.83. The Trustees having no questions regarding the invoice, it was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the FX Construction invoice be approved for payment in the amount of \$65,157.83.

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

Greg Anderson reviewed an invoice from Whittaker Construction for work on the 5400 South Sewer Main Extension that was completed and inspected during the month of April, in the amount of \$1,279,951.52, less a 5% retention of \$63,997.58, for a net payment amount of \$1,215,953.94. Mr. Anderson expects Whittaker Construction to complete the work within six weeks and declared that the company has done a "marvelous job". It was then moved by Trustee Hatch and seconded by Trustee Christensen and follows:

That payment of the invoice for work on the 5400 South Sewer Main Extension completed by Whittaker Construction be approved in the amount of \$1,215,953.94.

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

Greg Anderson reviewed an invoice for work completed during April by Gerber Construction on the Zone E 1.5 Million Gallon Tank in the amount of \$300,370.00, less a 5% retention of \$15,018.50, for a net payment of \$285,351.50. It was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That payment of the invoice from Gerber Construction for work on the Zone E 1.5 Million Gallon Tank be approved in the amount of \$285,351.50.

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

Pamela Gill reviewed a Memorandum from Greg Anderson recommending the purchase of water saddles and corporation stops from Mountainland Supply Company in the total amount of \$76,928.07. Mountainland Supply Company submitted the low bid for the items. Due to no Board meeting having been held in April, the Trustees were informed of the purchase, which was below the \$80,000 budgeted amount, and they informally approved the purchase via e-mail. In response to a question from Chair Monson, Ms. Gill explained that some of the water saddles and corporation stops have been delivered and some are on order. The urgency of the purchase was fueled by supply chain concerns due to the coronavirus.

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

That the purchase of water saddles and corporation stops from Mountainland Supply Company in the amount of \$76,928.07 be ratified and approved.

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

Ms. Gill next reviewed a Memorandum concerning the purchase of water system supplies including ductile iron and PVC water pipe, pipe fittings, mechanical joint fittings, couplings, and accessory packs. Mountainland Supply Company was the low bidder, but the top to bottom range in the bids was only about \$400. The Trustees having no questions, it was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That the purchase of water system supplies from Mountainland Supply Company in the amount of \$52,373.38 be ratified and approved.

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

Ms. Gill reviewed an invoice from Noland & Son Construction for work on the Zone D U-111 Watermain Extension that was completed and inspected during the month of March, 2020 in the total amount of \$336,215.00, less a 5% retention of \$16,810.75, for a net payment amount of \$319,404.25. It was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the invoice from Nolan & Son Construction in the net amount of \$319,404.25 for work on the Zone D U-111 Watermain Extension be ratified and approved.

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

Ms. Gill reviewed a Memorandum from Greg Anderson dealing with an invoice for work on the Zone E 1.5 Million Gallon Tank completed by Gerber Construction and inspected during the month of March, 2020 in the amount of \$334,895.00, less a five percent retention of \$16,744.75, for a net payment amount of \$318,150.25. None of the Trustees having any questions, it was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That the invoice from Gerber Construction for work on the Zone E 1.5 Million Gallon Tank be ratified and approved in the amount of \$318,150.25.

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

Ms. Gill reviewed an invoice from FX Construction for work on the Zone A 2 Million Gallon Tank completed and inspected during the month of March, 2020 in the amount of \$54,261.00, less a five percent retention amount of \$2,713.05, for a net payment amount of \$51,547.95. It was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That a payment to FX Construction for work on the Zone A 2 Million Gallon Tank be ratified and approved in the net amount of \$51,547.95.

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

Ms. Gill then reviewed a payment request from FX Construction for work on the Zone E Booster Pump Station that was completed and inspected during the month of March, 2020 in the amount of \$253,538.24, less a five percent retention \$12,676.91, for a net payment amount of \$240,861.33. It was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That a payment to FX Construction for work on the Zone E Booster Pump Station be ratified and approved in the amount of \$240,861.33.

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

Finally, Ms. Gill reviewed an invoice from Whittaker Construction for work on the 5400 South Sewer Main Extension that was completed and inspected during March, 2020 in the amount of \$119,057.64, less a five percent retention \$5,952.88, for a net payment amount of \$113,104.76. It was moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That a payment to Whittaker Construction for work on the 5400 South Sewer Main Extension be approved and ratified in the amount of \$113,104.76.

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 Quarterly Blue Stakes Report:

The Trustees had no questions concerning the Quarterly Blue Stakes Report, a copy of which was included in the Board Book.

Consider Board Meeting Policy and Procedures:

Mark Anderson reviewed and explained proposed amendments to the District's Board Meeting Policy dealing with electronic meetings. The primary purpose of the amendments was to bring the District's Electronic Meetings Policy in line with an Executive Order issued by Governor Herbert that temporarily suspends portions of the Open and Public Meetings Act in response to the COVID-19 pandemic. Among other things, the Executive Order allows governmental entities to hold electronic meetings without a physical anchor location. Trustee Christensen mentioned that he had language suggestions for other portions of the Board Meeting Policy. They will be considered during a later Board meeting. Following Mr. Anderson's explanation, it was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the portion of the District's Board Meeting Policy dealing with electronic meetings (Section 1.2.5 Paragraph H) be modified and amended as presented and recommended by the District's legal counsel.

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

Central Valley Water Reclamation Facility:

Trustee Hatch, who represents the District on the Central Valley Board, briefly reviewed current Central Valley activities, with an emphasis on damage to Central Valley's facilities that were caused by a recent earthquake.

Jordan Valley Water Conservancy District:

Trustee Christensen, who also serves on the Jordan Valley Board, briefly discussed an electronic public hearing that will be held as part of Jordan Valley's annual Budget approval process, including the approval of new wholesale water rates. Jordan Valley operates on a July 1 through June 30 fiscal year.

Utah Association of Special Districts:

Ms. Gill, who serves on the UASD Board of Trustees, briefly reviewed an effort by UASD and other state special district associations to include special districts in Federal COVID-19 legislation. That may enable Utah's local districts and special service districts to qualify for federal

COVID-19 funding. Ms. Gill also mentioned that plans for the Association's 2020 Convention are currently on hold due to the coronavirus. Mark Anderson provided additional details concerning the content of the proposed federal legislation.

Kearns Metro Township Council:

Trustee Hatch reported that she listened to an online Kearns Metro Township Council meeting, noting that the Council has imposed a development freeze, or moratorium, while the Metro Township's Planning and Zoning Ordinances are updated. Trustee Hatch mentioned a "shout-out" by Roger Snow, a member of the Kearns Community Council, to KID respecting how quickly and professionally KID's crew responded to a water leak, and noted that the Unified Police Department will assign a new Police Chief to Kearns due to the retirement of the current Police Chief. Limited opening plans for the Kearns Oquirrh Park Fitness Center were also discussed during the Council meeting.

Kearns Community Council:

Chairman Monson explained that the Community Council did not meet. Consequently, there was no report.

Trustee Per Diem Report:


Due to events being cancelled in response to the coronavirus, no new activities were reflected in the Trustee Per Diem Report, a copy of which 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 6:41 p.m.

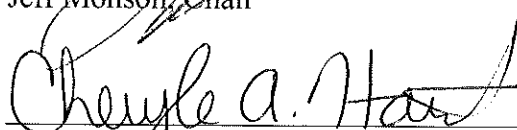
Approved by the Board of Trustees on the 9th day of June, 2020.

Date: 9 June 2020



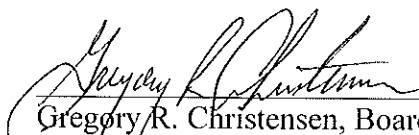
Jeff Monson, Chair

Date: 6/09/2020



Cheryl A. Hatch, Vice Chair

Date: 9 JUNE 2020



Gregory R. Christensen, Board Clerk