

MINUTES
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
Board Meeting
March 21, 2024
Taylorsville-Bennion Board Room

Board Members Present

Don Russell	Board Chair
Matthew Swensen	Trustee
Kelton Kleinman	Trustee

Staff Members Present

Mark Chalk	General Manager/ Clerk
Bruce Hicken	Director of Finance & Information/Treasurer
Tammy North	Director of Engineering & Development
Shawn Robinson	Director of Operations & Maintenance
Dan McDougal	Director of Risk & Asset Management
Rick Blymiller	
Dora Dominguez	

The Board Chair opened the Board meeting at 2:29 p.m. when there was a board quorum. He welcomed everyone. The invocation was offered by Matt Swensen.

Public Comments

There were no public comments.

Approval of Common Consent Items

The Board Chair discussed the approval of common consent items including Minutes for the Board meeting held on February 21, 2024, expense report, accounts payable, and electronic fund transfers report.

The accounts payable report included in the board book contains construction, operation, and maintenance vouchers #22009-22125 for a total of 117 vouchers, with a dollar amount of \$1,235,875.74. The accounts payable report also includes electronic fund transfers with a dollar amount of \$329,929.43.

The General Manager confirmed the date for the next Board meeting on April 17th, 2024, at 2:00 pm. He also invited the Board to the District Anniversary luncheon that will be held on April 19th, 2024, at noon.

The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve the common consent items. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Administrative Matters

Recognize Rick Blymiller for 20 years of service

The General Manager presented Rick Blymiller to the Board for a 20-year service award. Mr. Blymiller was an electrician before joining the District. He started in the water department and worked there for many years before joining the sewer department a few years ago. Mr. Blymiller's electrical skills have benefited the District throughout the years.

Mr. Robinson noted that Mr. Blymiller is always the first employee to arrive. Mr. Robinson remembers Mr. Blymiller having trucks loaded and ready for the day when they worked together in the water crew. Mr. Blymiller has attended many after-hours mainline breaks and his support and knowledge are appreciated.

Mr. Blymiller announced he will be retiring from the District on July 15th, 2024.

Discussion on the GETS/WPS program

Mr. Hicken indicated that as part of the emergency preparedness, the District is considering the GETS/WPS program. The Government Emergency Telecommunications Service (GETS) provides priority access and processing in landline telephone networks. Wireless Priority Service (WPS) gives cellular communications service providers the ability to prioritize calls over wireless networks. The GETS/WPS program would be fundamental to ensure communication in case of an emergency among Board members, Executive Management Team, and District employees. The Board agreed that the GETS/WPS program would be a great tool for the emergency preparedness program.

Consider approval of Resolution 24-03, Employee Handbook Amendment

The General Manager highlighted the amendments in the "use of mobile phones" section of the Employee Handbook. He reviewed in detail the levels of business usage based on their job functions.

- Level 1 – Minimal or emergency business use; The District will provide an allowance of \$15 per month.
- Level 2 – Some business use might be required during or after business hours; The District will provide a phone or will provide a \$35 allowance per month on a personal phone. The District may replace lost, stolen, or damaged phones at its discretion.
- Level 3 – Extensive business use during or after business hours; The District will provide a phone or will provide a \$60.00 allowance per month on a personal phone. The District may replace lost, stolen, or damaged phones at its discretion.

The District is not responsible for lost, stolen, or damaged personal phones on any level. The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve Resolution 24-03, Employee Handbook Amendment. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider approval of Resolution 24-04, Water and Wastewater Rules & Regulations Amendment

The General Manager reviewed the amendments to the Water and Wastewater Rules & Regulations. He indicated that the "complete service connection installation" option in the Service Connections and

Extensions has been removed. He explained that the option to “line tap, and meter set only” has been a better option for contractors cost-wise. In the latter option, the District inspects the contractor’s work. Ms. North noted that the vast majority of contractors choose the “line tap and set meter only” option. The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To approve Resolution 24-04, Water & Wastewater Rules & Regulations Amendment. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Operations & Maintenance

Update on the installation of large meters

Mr. Robinson reported on the large meter installation project. He indicated that six of the smaller meters have been installed. It took between 2-4 hours to complete the installation on each meter. The meters are in confined space vaults where it is difficult to work. A tool has been ordered to facilitate the removal of old meters.

Mr. Robinson remarked that large meters are about 25 years old. Many of the compound meters are not great at reading low flow. The compound meters consist of two meters, one meter measures high flow, and the other meter measures low flow. The new meters measure both high and low flow. This feature will improve non-revenue water since a lot of the low-flow water is not being measured.

The General Manager complimented Mr. Robinson and the Operations team for leading and effectuating the large meter installation. It takes a great team effort to cover and support the daily activities of those employees who are doing the actual installation. The General Manager reiterated that the District will be saving approximately \$1.5 million on installation by completing the project in-house.

Risk & Asset Management Matters

Discuss Taylorsville Dayzz sponsorship and parade participation

Mr. McDougal discussed the participation of the District in Taylorsville Dayzz 2024. He remarked that in 2023, the District participated in the parade and as a Platinum Sponsor by way of covering the printing expense of a flyer that is inserted with the District’s monthly bill mailing. The Platinum Sponsorship gets a free booth, a logo on the main stage, a firework voiceover, or 2 minutes of stage time. The Board recommended the same participation as last year.

Discussions and Reports

General Manager – JWCD Annual Member Agency Meeting, JV Terminal Reservoir Tour, Discussion on District Open House

The General Manager discussed the following events:

- JWCD Annual Member Agency Meeting will be held on April 16th, 2024, at 10:00 am. All Board members and Directors will be in attendance.
- The District will be hosting another JV Terminal Reservoir Tour on April 4th at 10:00 am. The General Manager remarked that about 20 people have RSVP’d. Among those who RSVP’d include Congressman Burgess Owens, Candice Pierucci, Rep. of Herriman, the Taylorsville Mayor, and other vendors and partners of the District.
- The District’s Open House will be on May 6th from 4-7 pm. The vector, dump truck, and TV truck will be parked in the west parking lot. Finger food will be served.

Director of Engineering & Development – Projects and development updates

The Director of Engineering displayed photos and reviewed the following project:

- 1130 West 24" replacement project is pending approval of easements from Rocky Mountain Power. Murray City easements will also be required. The District is working on an appraisal that will be designed to satisfy Rocky Mountain Power and Murray City's requirements. A waterline design meeting is scheduled for the end of March.

The Engineer reported on the following developer projects:

- State Fleet Building – The contractor is working on the water and sewer lines.
- Legacy Plaza – The Contractor is working on the water and sewer lines.
- Summit Vista – They are building the last building on Phase I. Phase II is expected to start this summer.
- UDOT 4700 S – A large portion of the District's water and sewer lines will be relocated. This project will be ongoing through the fall.
- I-215 Frontage Rd – This project has been bid out.
- Wasatch Canyons – Construction is still underway.

The Board Chair asked about how the District works with Rocky Mountain Power on starting wells. Mr. Robinson requested a meter reading schedule from Rocky Mountain Power to strategically start wells at the beginning of the cycle and obtain as much benefit from the high voltage charge assessed.

Director of Finance & Information – February financials, EUM

Mr. Hicken conveyed that the 2023 Financial Audit is almost completed. The audit only lasted 2.5 days and it went very well. The auditors were very complimentary of the District. The Board Chair asked about the likelihood of Keddington & Christensen CPAs continuing with the District after their contract expires this year. The Attorney stated that five years is the best practice to rebid professional services, but it is not required. Mr. Hicken remarked that the District will most likely bid out the financial audit services when the contract expires.

Mr. Hicken reviewed the February financial statements and stated that revenues were slightly higher. Interest rates continue to be high; water sales were \$9K higher than expected; and sewer sales were within \$3K. Expenses were within 1% of the budget. Mr. Hicken noted that an invoice for 3,000 new meters and MIUs for just under \$1 million arrived a couple of days ago. Another 3,000 meters will be arriving at the beginning of May and the last 2,800 meters will arrive in June.

Trustee Kleinman inquired about the quality of the new meters. Mr. Hicken remarked that the District has not encountered quality issues with the new meters. A few times, the meters did not start working after installation. Installers went back to get the meters manually started but it has not been an issue of concern.

Operations & Maintenance - February water reports

Mr. Robinson remarked that the snow level in the valley is not great but the mountain level is doing well. The District purchased 462-acre feet from Jordan Valley. Year-to-date water sources are higher because the tanks were refilled to capacity earlier this year. Mr. Robinson noted that the District will start the first well on April 1.

Risk & Asset Management - February customer water usage reports

Mr. McDougal remarked that the majority of residential customers ended the month in Tier 1, as expected for winter usage. The District continues to notify customers of continuous flow to help identify potential leaks.

Trustees – Updates, discussions, or reports

The General Manager remarked that the federal funding approval had been on hold because of other complicated issues included in the same bill. The issues were separated into two bills. The bill including the District's federal funding passed the House, and the Senate, and has been signed by the president. The District was fortunate to be approved for \$1.6 million which is the amount the District had applied for. Other entities received only a portion of the money they had petitioned for. Rep. Burgess Owens will be officially notifying the Board soon.

Adjourn – The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To adjourn the Board meeting at 3:39 p.m. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes



Donald Russell, Chair of the Board of Trustees