

**MINUTES**  
**TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT**  
**Board Meeting**  
**February 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

The Board Chair opened the Board meeting at 2:00 p.m. and welcomed everyone. The invocation was offered by Don Russell.

**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 January 17, 2024, upcoming events, expense report, accounts payable, and electronic fund transfers report.

The accounts payable report included in the board book contains construction, operation, and maintenance vouchers #21894-22008 for a total of 115 vouchers, with a dollar amount of \$1,546,631.06. The accounts payable report also includes electronic fund transfers with a dollar amount of \$344,841.

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

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

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

**Discussions and Reports**

**General Manager – Discussion on Board Meeting Schedule**

The board meeting for June was rescheduled for June 18 at 2:00 pm. and May's board meeting was rescheduled for May 21 at 2:00 pm due to scheduling conflicts.

#### Director of Engineering & Development – Projects and development updates

The District Engineer displayed photos and reviewed the 2024 budgeted projects:

- 1130 W Replacement Waterline – The District is waiting on easements from Rocky Mountain Power.
- UDOT – Redwood Rd, Waterline Replacement – The old waterline needs to be abandoned.
- Well Property – The District plans to acquire property for a future well.
- Meadowbrook Golf Course Waterline Replacement – The grant funding is still pending.
- Privately Maintain Infrastructure – Infrastructure will be installed to help mark property line delineation.

The Engineer also reported on the following ongoing developer projects:

- Wasatch Canyons – The water and sewer lines need to be tied in.
- Legacy Plaza – The contractor is working on the new buildings.
- River Boat Rd – Kessimakis Produce is under construction.

The Engineer presented a video where the Associated General Contractors of America awarded the Utility Infrastructure Project of the Year, in the \$5-10 million category, to Whitaker Construction for the Jordan River Siphon and District Outfall Line Project which is the District's siphon.

Also, the American Council of Engineering Companies is awarding the Waste and Storm Water Grand Award to Bowen & Collins for the siphon design.

#### Director of Finance & Information – January financials, EUM

Mr. Hicken reviewed the January financials and indicated that rates continue to be high. The District earned \$241K in interest last month. On the other hand, the District's bond debt is fixed at a historic low of 1.65% for 20 years. Mr. Hicken remarked that operating revenues were 0.44% under budget and operating expenses were only 0.15% above budget.

Mr. Hicken reviewed the recently updated Rate Comparison in the Community Sustainability EUM category. Mr. Hicken reported that the District continues to have the lowest annual combined bill based on a monthly use of 25K gallons of water, and a winter average of 6K gallons in wastewater. Mr. Hicken also emphasized that TBID's property tax rates are among the lowest in the valley. Based on a \$500K property, TBID residents pay \$9-12 less a month in property taxes compared to neighbor entities.

Mr. Robinson reported on the Lift Station Operation in the Infrastructure Strategy and Performance Category of the EUM. He indicated that in January, the Barrington Lift Station had a failure of all standby functions. The District refers to standby functions as everything set up as a backup in case of any malfunctions. Standby functions were tested successfully on the morning of the lift station failure. Fortunately, when the failure occurred, no properties were affected. Mr. Stock, the System Controls Supervisor, worked with the SCADA vendor to rewire and install new standby functions. The District will continue weekly testing of the new standby functions.

Mr. Hicken conveyed that the meter changeout project is halfway done. Meter accuracy will be tested in 2025 when all new meters have been installed. The District considers that testing meters at this point would not give an accurate result since half of the meters out in the District are more than 10 years old.

Mr. Robinson explained the water that purchased or produced but not accounted for is called non-revenue water. The industry benchmark for non-revenue water is 10% or below. This benchmark has

been challenging to meet industry-wide. Mr. Robinson highlighted that the District's non-revenue water dropped from 14.3% to 11.9% in 2023. The District did not make significant changes in 2023 to improve the non-revenue water. Management considers that installing half of the new meters helped improve water usage accuracy, resulting in more water accounted for.

Trustee Kleinman asked about the factors contributing to low water and property tax rates over the years.

The General Manager acknowledged that Board members and Executive Management from the early start of the District had an excellent ability to view the future and plan accordingly. Board members and Executive management successors have been knowledgeable in running the business efficiently and effectively. Wells and storage tanks have been a significant part of the success, as well as the upkeep of the current infrastructure and meeting the 1:1 Jordan Valley Factor for the last 10 years in a row.

#### Operations & Maintenance - January water reports

Mr. Robinson remarked that the SNOTEL report in the board book was as of February 6. He pulled up the updated SNOTEL as of February 20, and most of the state is between 110-129%. The water purchased and sold in January was 538 acre-feet. In November and December, the District zeroed out the contract with Jordan Valley and used some stored water to finish the year. In January, the water tanks were refilled to capacity. Mr. Robinson noted that the District will start the first well on April 1.

#### Risk & Asset Management - January customer water usage reports

Mr. McDougal reported that the residential water usage for January was 108 million gallons compared to 106 million gallons in January 2023. He noted that it is easier to help customers troubleshoot leaks around this time of the year.

#### Trustees – Updates, discussions, or reports

Trustee Kleinman asked about the performance of recently hired employees and if any employees were on a performance improvement plan (PIP).

The General Manager stated that no employees are currently on a PIP. A couple of employees were written up last year. Those employees have improved since then. The General Manager remarked that the newly hired employees are doing very well. Two new employees, Alicia Sugar, and Randy Chambers, are working on getting their CDL. Also, five operators are preparing to take their next grade certification test. The GIS Supervisor position will be posted in the upcoming months.

The General Manager highlighted a few upcoming projects. He remarked that the Waterline Inventory project is still ongoing. The hydrant flushing program and the big meter changeout project are starting soon.

Mr. Crabtree, the Field Support Supervisor, has been planning the big meter changeout project for several months. Each meter must be custom-built. The District will save a significant amount of money by completing the big meter changeout project in-house.

Trustee Kleinman asked about the sale of the old dump truck. The General Manager explained that the new dump truck has not arrived yet, and so the old dump truck has not been put up for sale yet.

Trustee Russell opened a discussion about having a District open house during Water Week in May. The open house will take place on May 6, from 4-7 pm. The vacotr, TV truck, and valve truck will be in the front parking. The open house flyers will go out with the April billing.

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

RESOLVED: To adjourn the Board meeting at 2:50 p.m. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

  
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Donald Russell, Chair of the Board of Trustees