

MINUTES
TAYLORSVILLE-BENNION IMPROVEMENT DISTRICT
Board Meeting
January 15, 2025
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

Also Present

Rachel Anderson	Fabian VanCott
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The Board Chair opened the Board meeting at 10:02 a.m. and welcomed everyone. Two people were present in the public. Mark Chalk offered the prayer.

Public Comments

The Board Chair welcomed Mike Tyler and Bernadette Brockman to the Board Meeting.

Mr. Tyler had the following questions regarding the District:

- Who initiated the smart meter project?
- Did the State help fund the smart meter project?
- What does it mean for the District if there is a full power outage?
- What happens if there is a satellite interruption?
- Is there a plan in place to replace cast iron pipes?
- How do you maintain low bacterial levels in the water?

The Board and staff thanked Mr. Tyler for joining the meeting and addressed his questions and concerns.

Mrs. Brockman noted and inquired about the following:

- Mrs. Brockman noted that she did not receive advanced notification about a new smart meter being installed, the contractor was not wearing identifying clothing, and they were not professional.
- Does the District work with City planning regarding high density and water supply?
- Do main waterlines have the capability of shutting water off remotely?

The Board and staff thanked Mrs. Brockman for joining the meeting and addressed her questions and concerns.

Approval of Common Consent Items

The Board Chair discussed the approval of common consent items including Minutes for the December 18, 2024 Board meeting and public hearing, 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 #23442-23522 for a total of 81 vouchers, with a dollar amount of \$1,193,332.46. The accounts payable report also includes electronic fund transfers with a dollar amount of \$513,702.61.

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

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

Consider approval of Resolution 25-01, appointment of the District's Board Chair

Trustee Donald Russell has served as the District's Board Chair of the Taylorsville-Bennion Improvement District Board of Trustees for several years. After discussion, it was decided to continue with Trustee Donald Russell as Board Chair. The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To approve Resolution 25-01, to appoint Donald Russell as Board Chair of the Taylorsville-Bennion Improvement District Board of Trustees. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider approval of Resolution 25-02, appointment to CVWRF Board of Trustees

After discussion it was decided to appoint Trustee Don Russell to serve as the District's primary representative on the CVWRF Board of Trustees, and the General Manager to serve as the District's alternate representative on the CVWRF Board of Trustees. The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To approve Resolution 25-02, appointment to CVWRF Board of Trustees. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider approval of Resolution 25-03, appointment to UASD Board of Representatives

A UASD Board of Representative Appointee can vote on the District's behalf on any issues presented to the UASD. An Alternate Representative is designated in case the Primary Representative is absent. After discussion, it was decided to appoint Trustee Donald Russell to the UASD Board of Representatives and the General Manager as the alternate representative. The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To approve Resolution 25-03, to appoint Don Russell to the Utah Association of Special Districts Board as the District's Primary Representative and Mark Chalk as the District's Alternate Representative. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Board of Trustees Code of Ethics Annual Certification

The General Manager stated that a copy of the Utah Public Officers' and Employees' Ethics Act is included in the Board book. He indicated that the Code of Ethics Annual Certification states that Trustees received a copy of the Ethics Act and that it was reviewed and understood. The General Manager remarked that gifts are limited to an occasional gift of no more than \$50 in value. He also reminded the Board that during the procurement process, no gifts are allowed at all. A signed certification was received by all three members, and a copy will be kept in their files.

Risk & Asset Management Matters

Consider awarding the Vehicle Storage Building Project and authorizing the General Manager to enter the District into contract with the contractor

The Director of Risk and Asset Management remarked that 5 bids were received. The criteria used to evaluate the proposals included key personnel, similar projects, construction schedule, narrative and understanding of the work performed, references, and cost proposal. The Selection Committee consisted of Mark Chalk, Tammy North, Shawn Robinson, and Dan McDougal. Cost analyses were received and compiled by Bruce Hicken. After the Request for Qualifications evaluation, the selection committee recommends awarding the project to, and entering into a contract with, City Creek Construction for \$2,220,092. The following motion was made by Trustee Swensen, seconded by Trustee Kleinman:

RESOLVED: To approve awarding the project to, and entering into a contract with, City Creek Construction for \$2,220,092 to provide construction services for the Vehicle Storage Building Project. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Operations & Maintenance Matters

Consider as surplus property – TV Truck

Mr. Robinson indicated that the new TV Truck arrived a few months ago and the District recommends declaring the old 2017 E-450 Super Duty TV Truck as surplus property. The following motion was made by Trustee Kleinman, seconded by Trustee Swensen:

RESOLVED: To declare the 2017 E-450 Super Duty TV Truck as surplus property. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Consider approval of the 2026 Vactor Purchase

Mr. Robinson noted that the District has two vactors, one used in the Water Department for excavations, and one used in the Sewer Department to clean the lines. A new vactor has been budgeted for 2026 to replace the vactor in the Water Department. Vactors are custom-made trucks that cost over \$400K and a build spot needs to be secured. The District can secure a build spot now in order to anticipate the vactor being completed and delivered at the beginning of 2026, or possibly the end of 2025. The District will lock in a price when the vactor is ordered. . Ordering the vactor now should allow the District to purchase it at the 2025 rates instead of the 2026 rates which will be higher.

Mr. Hicken indicated that if the vactor is ready at the end of 2025, there might be enough left in the capital budget to absorb the expense, or the 2025 budget can be reopened to include the vactor in 2025 if it is needed. The General Manager remarked that the Vehicle Storage Building Project came in \$2 million under budget, hence there should be enough money at the end of the year to absorb the vactor purchase in 2025 if needs be.

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

RESOLVED: To approve the 2026 vactor purchase. The motion passed unanimously with the following votes:

Trustee Russell	Yes
Trustee Swensen	Yes
Trustee Kleinman	Yes

Discussions and Reports

General Manager – Conflict of Interest Disclosure requirement

The General Manager reported that because of a new law, the Conflict-of-Interest Disclosure must be done annually and posted on our website. The District will submit the link to their location on our website to the Lieutenant Governor's Office before the end of the month. The Attorney indicated that all government officials will now be required to submit a conflict-of-interest disclosure annually. Open public meeting training is also required annually, and the newly elected board member training is required once a term and within a year of being elected.

Director of Engineering & Development – Projects and development updates

The Engineer noted that no District projects are ongoing but discussed a couple of items. The property at Hometown Suites was sold to the City. The water and sewer lines were abandoned. The plan is to sell this property to IHC for future expansion. Inspections are still happening when a new restaurant opens in the District and a grease trap must be installed. The Engineer highlighted the 2025 projects and tentative schedule.

The Engineer explained why the Wastewater Line Replacement in the EUM will not drop to zero after the 2025 CIPP projects. The Engineer remarked that there is a sewer line off 3600 West rated at a 3, which means it is a line that needs to be lined soon. This line will also need to be upsized when the Kmart property gets developed in the next couple of years. The District reviewed the line and decided not to do the CIPP on this line and to wait for the upsizing.

Director of Finance & Information – December financials, EUM

Mr. Hicken remarked that interest rates were between 4-5%. Operating revenue is 6% over budget. The increase in water sales can be attributed to meter accuracy and probably customers using more water after the drought. Non-operating revenue is under 8%. Mr. Hicken indicated that the District has paid \$5.8 million of the \$25 million bond.

Mr. Hicken noted that the rate comparison in the EUM will be updated next month. He also stated that the District will begin testing 5/8-meter accuracy in 2025.

Operations & Maintenance - December water reports

Mr. Robinson reviewed the water reports. December water pumped and purchased was 541-acre feet. The Jordan Valley contract was zeroed out. The calendar year ended with 13,604-acre feet.

Risk & Asset Management - December customer water usage reports

Mr. McDougal reviewed the residential water usage reports and indicated that usage in the 3rd and 4th Tiers was minimal.

Trustees – Updates, discussion, reports

Trustee Swensen commended the District for the terrific work during the flushing program. He considers that the flushing program was a great idea to help with water quality issues and avoid the need to purchase/rent a flushing truck. The General Manager remarked that the flushing program barely began this year, and it will take a few years to collect data and determine if it is the solution to the water quality issue.

Trustee Kleinman asked what kind of natural disaster would prevent the District from providing service. The Engineer indicated that the District would be the most concerned about an earthquake because it can cause mainline breaks in the water and sewer. The General Manager indicated that, in the event of a power outage, the District could provide water for indoor use only for 3 days as long as the generators work.

Trustee Kleinman asked to be notified of escalated customer issues and to remind contractors to use their identifying uniforms to help customers feel safe.

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

RESOLVED: To adjourn the Board meeting at 11:29 a.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