

**MINUTES OF THE MEETING OF THE
KEARNS IMPROVEMENT DISTRICT (KID) BOARD OF TRUSTEES
HELD APRIL 11, 2023 AT THE DISTRICT OFFICE
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH**

Trustees Present:

Cheryle A. Hatch
Jeff Monson
Gregory R. Christensen

Staff Present:

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|------------------------|------------------------------------|
| Greg Anderson | General Manager/CEO |
| Riley Astill | Finance Director/Controller |
| James "Woody" Woodruff | Public Works Director/Engineer |
| Mark H. Anderson | Attorney |
| Jamie Banh | Executive Administrative Assistant |
| Ryan Terry | GIS Specialist |

Others Present:

| | |
|-------------|----------|
| Jeff Perry | Resident |
| Sandy Perry | Resident |

Call to Order:

Chair Hatch called the meeting to order at 5:30 p.m. and welcomed all those present. The invocation was offered by Gregory R. Christensen and the pledge of allegiance was led by Greg Anderson.

Public Comments:

Jeff Perry, a resident who has served on the Board of Trustees of the Oquirrh Recreation and Parks District, referred to a "Flip Your Strip" flyer that was included with a KID bill. He ran into a roadblock when he used the bar code to contact the program, which is being administered by the Jordan Valley Water Conservancy District. Greg Anderson agreed to follow-up with Jordan Valley and see to it that the problem with messaging is resolved. Mr. Perry indicated that the \$1.25 benefit per square foot of parking strip turf that is flipped to water-wise landscaping won't come close to covering the cost, but it is a nice incentive. Abby Williams, who is over KID's water conservation efforts, will contact Mr. Perry and provide assistance.

Approval of Minutes (Regular Meeting, March 14, 2023):

None of the Trustees having any questions or concerns regarding the March 14, 2023 Board meeting minutes, a copy of which was included in the Board Book, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That the minutes of the March 14, 2023 regular Board meeting be approved as presented.

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Board Training – “Lead & Copper Rule Progress Update”:

Ryan Terry provided an in-depth overview of the new Lead & Copper Rule and efforts to make sure the District is in compliance. Mr. Terry presented a slideshow, and explained how the new Lead & Copper Rule will impact KID’s operations, noting that the District serves approximately 15,000 water meters. KID is responsible for the entire water system up to each individual water meter, while the customers, most of whom are residents, are responsible for their service lines from the water meter to each building that receives service. A “living” GIS data set is being promulgated. Mr. Terry reported that KID is ahead of the curve insofar as the October 2024 compliance deadline is concerned. James Woodruff shared additional information, and Mr. Terry responded to questions from the Trustees. At the end of his presentation, the Trustees expressed their thanks for the in-depth explanation and welcomed Mr. Terry as a relatively new KID employee.

Consider General Manager’s Report (including the Administrative/Financial Report and the Public Works Report):

Greg Andersen reviewed his monthly Report, a copy of which was included in the Board Book. In particular, he discussed the KID emergency response exercise that will be held on April 18; the IPAWS (Integrated Public Alert Warning System); the possibility that the Salt Lake Community College might offer water and sewer certification classes; the development of a water school; etc. During a Cyber Security discussion, it was noted that the District must be right 100% of the time while the scammer only has to be right once. That discussion included Whitaker Construction’s request to be paid electronically, and efforts by KID staff to confirm the accuracy and safety of all electronic payments.

Riley Astill reviewed portions of his written Financial Report, a copy of which was included in the Board Book. Overall, compared to the District’s Budget, in the month of February, the District was \$242,890 “to the good”. Mr. Astill noted that there was nothing extraordinary in the Financial Report through the first two months of 2023. Mr. Astill also briefly reviewed the administrative portion of his Report.

James Woodruff reviewed his monthly Public Works Report, a copy of which was included in the Board Book, including a review of each of the District’s capital facilities projects (the 6600 South 12 Inch Water Main Project, which is expected to be placed into service in early April; the

4700 South Outfall Sewer Line Project; and the Zone D Water Loop Project). The Trustees made a few comments during Mr. Woodruff's presentation, particularly regarding the Operations Water Report.

Consider Check Register:

The February 2023 Check Register, which is a list of all payments made during the month, was included in the Board Book. After Riley Astill responded to a series of questions from Trustee Monson, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

That the January 2023 Check Register be ratified and approved as presented.

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Consider Financial Report:

A copy of the Monthly Financial Report, which consists of a series of individual reports, including the Statement of Net Position, the Statement of Revenues & Expenses, the Investments/Reserves Report, and the Connection & Population Report, was included in the Board Book. Riley Astill pointed to the per capita water consumption data in the Connection & Population Report, noting the low water use numbers; and reviewed a payment plan that had been worked out with a customer who had a particularly large water bill. The water meter at the location showed continual usage, which may indicate that a toilet had been running constantly.

Consider Training Requests:

Greg Anderson reviewed two new training requests. First, he referred to information in the Board Book regarding Certified Public Funds Investment Manager Training that will last two days in early May, with the training to take place in St. George, Utah. He recommended that two staff members (Riley Astill and Craig Fjelstrom) be authorized to attend the training at District expense.

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

That two staff members be authorized to attend the upcoming Certified Public Funds Investment Manager Training to take place in St. George, Utah, at District expense.

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Greg Anderson then reviewed the schedule for the Annual Conference of the National Association of Government Archives & Records Administrators that will take place in Cincinnati, Ohio from July 18 through July 21, 2023. He recommended that a staff member who is being trained to take over as the District's Records Officer when Dana Timothy, the current Records Officer, retires, be authorized to attend the training at District expense.

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

That one staff member be authorized to attend the upcoming National Association of Government Archives & Records Administrators Annual Conference in Cincinnati, Ohio from July 18 through July 21, 2023, at District expense.

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Consider Purchases/Costs Over \$50,000:

James Woodruff reviewed an invoice and payment request submitted by Whitaker Construction Co, Inc., copies of which were included in the Board Book. He recommended that a payment to Whitaker Construction be approved for work completed and inspected for the month of March 2023 in the amount of \$1,105,244.75, less a 5% retention of \$55,262.24, resulting in a net payment of \$1,049,982.51. None of the Trustees having any questions, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That a payment to Whitaker Construction in the amount of \$1,049,982.51 be approved for work completed on the 4700 South Outfall Sewer Project (Progress Payment # 4).

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Mr. Woodruff then reviewed a \$70,242.77 payment request from Bowen Collins & Associates, a copy of which was distributed to the Trustees, for engineering work on the SCADA Upgrade Project, essentially covering the period between December of 2022 and March of 2023. Mr. Woodruff stated that he had reviewed the payment request and recommended that the payment be approved. None of the Trustees having any questions, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That a \$70,242.77 payment to Bowen Collins & Associates be approved for work on the SCADA Upgrade Project.

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Consider Bond Releases/Reductions:

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

Quarterly Blue Stakes Report:

The Quarterly Blue Stakes Report was included in the Public Works Director's Report in the Board Book.

Consider Providing Sewer Service to 5662 West 4700 South property located within the GHID Service Boundaries:

Greg Anderson explained that a request for KID to provide sanitary sewer service has been received from the owners of an approximately 3.5 acre parcel on which an auto repair facility will be constructed within the boundaries of the Granger Hunter Improvement District (“GHID”), just outside of KID’s boundary. GHID is not in a position to provide sanitary sewer service to the parcel, and has no objection to KID providing that service. KID already provides sanitary sewer service to other properties in the immediate vicinity of this location, and an Interlocal Cooperation Agreement between KID and GHID specifically authorizes KID to serve areas within GHID that can be served more readily by KID. GHID will provide water service to the property. In response to questions from the Trustees, it was noted that a surcharge will be added to KID’s customary charge, primarily to offset property taxes that will not be paid to KID by the owners of the property.

At the end of the discussion, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

That the request received from the owners of real property located at 4700 South and 5600 West asking KID to provide sanitary sewer service be granted, with the express permission of the Granger Hunter Improvement District.

The motion carried with Trustees Hatch, Christensen, and Monson each voting in the affirmative.

Discuss and Consider the Travel Policy Associated with Out-of-Town Conferences:

This item was included on the agenda at the request of Trustee Christensen. He asked Trustees Hatch and Monson to consider amending the District’s Travel Policy, which currently limits air travel to “coach or its functional equivalent”. Trustee Christensen stated that there are options that would be more comfortable, with better cushioning and leg room. During the ensuing back and forth discussion among the Trustees, it was noted that a “main cabin” designation would guarantee a specific seat for a traveler. However, the Trustees were not comfortable authorizing an upgrade beyond the “main cabin” designation.

Central Valley Water Reclamation Facility:

A copy of the March 22, 2023 Central Valley Water Reclamation Facility Board meeting agenda was included in the Board Book. Trustee Monson, who is KID’s representative on the Central Valley Board, reported concerning current Central Valley activities. Among other things, he discussed an upcoming tour of Central Valley facilities; noted that a Central Valley construction project was recognized as “Project of the Year” by the Association of General Contractors; noted that Central Valley’s yearly audit is being completed; and reviewed efforts to reduce Central Valley’s energy costs. Greg Anderson mentioned that Central Valley applied for a federal grant through Congressman Burgess Owen’s office, and noted that the Central Valley Golf Course status was discussed and clarified during a member entity General Manager’s meeting.

Jordan Valley Water Conservancy District:

A copy of the April 12, 2023 Jordan Valley Water Conservancy District Board meeting agenda was included in the Board Book. Trustee Christensen, who served two terms on the Jordan Valley Board of Trustees, reported on the most recent Jordan Valley Board meeting. He mentioned that per capita water consumption throughout Jordan Valley’s service area now averages approximately 160 gallons per capita per day, compared to approximately 170 gallons per capita per day last year. However, total Jordan Valley water sales are at 102% compared to the prior year, which doesn’t appear to track. Trustee Christensen stated that KID can expect a 4.8% wholesale water rate increase, primarily because Jordan Valley is not using available rate stability reserve funds this year. Trustee Christensen explained that Jordan Valley currently has unlimited employee sick leave accrual, which may be revamped, possibly with an 800 hour maximum accumulation limit.

Greg Anderson discussed interest rates, praising Riley Astill for taking steps that enabled KID to realize approximately \$250,000 in interest income over the first three months of 2023.

Utah Association of Special Districts:

The March 23, 2023 UASD Board meeting agenda was included in the Board Book. Greg Anderson, who serves on the UASD Board of Trustees, reported that the UASD Board recently reviewed the performance of Executive Director LeGrand Bitter and of Government Affairs Director Heather Anderson, and awarded LeGrand Bitter a \$24,000 raise and Heather Anderson a \$20,000 raise. UASD Board member Craig White is retiring from the South Valley Sewer District and will no longer qualify for membership on the UASD Board. He is being replaced by Ken Brand, who is also with the South Valley Sewer District. A review of the recently completed General Session of the Utah Legislature was presented during the UASD Board meeting.

Kearns Metro Township Council:

A copy of the April 10, 2023 Kearns Metro Township Council meeting agenda was included in the Board Book. Greg Anderson reported to the Kearns Metro Township Council. His report included a time lapse video of the construction of KID’s new Zone D 5 million gallon water tank that was awarded the “2023 Excellence in Concrete Award for Structures: Public Works” by the American Concrete Institute. He also showed a lead and copper video clip and other messaging that will be used by KID during upcoming months.

Kearns Community Council:

The Kearns Community Council meeting was cancelled due to extreme weather conditions.

Chamber West – Legislative Committee, Board of Governors, Annual Membership:

A copy of the agenda for the March 16, 2023 Chamber West Board of Governors meeting was included in the Board Book. Greg Anderson stated that the meeting included a discussion of

successes and failures during the recently completed Legislative Session and issues that will be discussed during upcoming Interim Legislative Committee meetings.

Trustee Per Diem Report:

The April 2023 Trustee Per Diem Report was included in the Board Book.

Adjourn:

There being no further business to come before the Board, Chair Hatch declared the meeting to be adjourned at 7:56 p.m.

Approved by the Board of Trustees of the Kearns Improvement District on the 9th day of May, 2023.

Date: 9 May 2023

Cheryle A. Hatch
Cheryle A. Hatch, Chair

Date: 9 May 2023

Gregory R. Christensen
Gregory R. Christensen, Vice Chair

Date: 9 May 2023

Jeff Monson
Jeff Monson, Board Clerk