

**MINUTES OF THE MEETING OF THE  
KEARNS IMPROVEMENT DISTRICT (KID) BOARD OF TRUSTEES  
HELD NOVEMBER 14, 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:**

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
Wahid Sujudi	Engineering Specialist/Inspector

**Others Present:**

Marie Owens	AE2S (Advanced Engineering and Environmental Services, LLC)
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**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 Jeff Monson and the pledge of allegiance was led by James Woodruff.

**Public Comments:**

There were no public comments.

**Approval of Minutes (Regular Meeting, October 10, 2023):**

None of the Trustees having any questions or concerns regarding the October 10, 2023 Board meeting minutes that were included in the Board Book, it was moved by Trustee Christensen and seconded by Trustee Monson as follows:

**That the minutes of the October 10, 2023 Board meeting be approved as presented.**

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

### **Board Training “Update on Private Development in KID”:**

Wahid Sujudi utilized a detailed slide presentation to illustrate ongoing private development within KID. At the end of his insightful presentation, in response to a question, and speaking as an Afghan refugee, Mr. Sujudi explained how grateful and excited he is about having been a KID employee for the past fifteen plus years and briefly discussed his professional career in Afghanistan prior to immigrating to the United States.

### **Discuss the General Manager’s Report:**

Greg Anderson’s written monthly General Manager’s Report was included in the Board Book. Among other things, he mentioned a note of thanks from Corey Cram, the Chair of the Utah Association of Special Districts, expressing his and the Association’s appreciation for all that KID does for and provides to the Association, including Greg Anderson’s participation on the Board of Trustees and Riley Astill’s service as UASD Treasurer. He also mentioned a congratulatory letter from Congressman Burgess Owens regarding KID’s receipt of the 2023 WaterSense Excellence in Education Outreach Award presented by the federal EPA. Mr. Anderson went into detail regarding a Staker Parsons fire hydrant that has been used for the past twenty years to supply water with no meter having been connected and no payment having been made for the water use. KID intends to install a permanent six inch water meter that will, including applicable impact fees, cost Staker Parsons approximately \$175,000. There also was a discussion of the illegal dumping of toxic substances at the Hexcel/Northrop Grumman sewer metering station, about which a hearing will be held and for which fines and remediation costs may be imposed. It was noted that Kearns Mayor Kelly Bush and the KID Trustees are pleased with the upgrades and improvements to the Paul Walker Park.

### **Public Hearing – Budget – Fee Increase:**

It being 6:00 p.m., the time scheduled for the joint public hearing to be held, Chair Hatch called to order the 2024 Budget public hearing and the fee increase public hearing. Greg Anderson indicated that there have been no significant changes to either the Tentative 2024 Budget or the proposed fee increases since they were last discussed by the Trustees.

Riley Astill reviewed high points from the Budget and the proposed fee increases consisting of a 4% water rate increase and an 8.81% sewer rate increase, which will result in an average per month increased cost of \$5.59 for a typical residential customer. The increases are necessary to cover additional costs associated with asset management, repair and replacement, and wholesale water purchases from the Jordan Valley Water Conservancy District, in addition to Central Valley Water Reclamation Facility asset management, repair, replacement, and nutrient removal costs. KID’s wastewater is treated at the Central Valley Reclamation Facility, and KID has an approximately 11% ownership interest in Central Valley. Mr. Astill went into detail explaining the justification for the proposed rate and fee increases. He also reviewed in detail KID’s plan to pay its share of the cost of Central Valley’s capital improvement projects over the

next two and one half years as the projects are completed, as opposed to making bond payments, which will include interest, over the next twenty years. By doing so, KID expects to save approximately \$3,000,000. During the discussion, Mr. Astill responded to a question from Trustee Christensen regarding water meter replacements.

Chair Hatch called for public comments and questions regarding the 2024 Budget or the proposed fee and rate increases. There being none, she declared the joint public hearing to be closed at 6:21 p.m.

The Trustees will take the 2024 Budget and proposed water and sewer rate increases under advisement until the December 12, 2023 Board meeting, at which time the Trustees will take action on the 2024 Budget and the proposed fee and rate increases.

### **Discuss the General Manager's Report:**

Greg Anderson continued his report, which was interrupted so the joint public hearing could start on time. Mr. Anderson declared the 2023 Water Conservation Art Contest to have been "a lot of fun". He discussed the award winners and noted that the awards presentation to the high school winners was filmed and broadcast to the Kearns High School student body. The Trustees requested that there be a clarification in the 2024 Water Conservation Art Contest rules, declaring that KID employees and officials and their immediate family members are ineligible to participate. Mr. Anderson also discussed KID's new letterhead and business cards, which will incorporate the WaterSense Excellence in Education Outreach Award logo; and reviewed plans for additional sampling locations outside large industrial facilities. Marie Owens added information regarding the desired scope of each water sample analysis.

### **Discuss the Public Works Report:**

A copy of James Woodruff's monthly Public Works Report was included in the Board Book. As he reviewed his Report, Mr. Woodruff provided additional information regarding the toxic Hexcel sewer spill, including a slide that featured a photograph of the carbon fiber material that was dumped illegally into KID's sanitary sewer system. Mr. Woodruff also reviewed the 4700 South Outfall Sewer Line, the Well #10 Impression Roof, the Water Meter AMI Towers, new sample stations, and the Wood Ranch Sewer Lift Station plans that are being prepared in accordance with KID standards. Near the end of Mr. Woodruff's report, in response to a question from Trustee Christensen, Greg Anderson explained a new four inch flush hydrant that was installed at 4818 South 3960 West in Taylorsville City to enable KID to flush its water line. Water service on the opposite side of the street, including fire hydrants, is provided by the Taylorsville – Bennion Improvement District. If a fire hydrant, as opposed to the smaller flush hydrant, had been installed, it would have been necessary to repave the street. Fire protection is provided by the Taylorsville – Bennion Improvement District, but KID's line is solely a service line. Finally, Mr. Woodruff reported that KID's new fuel station has been completed.

**Discuss the Administrative and Financial Reports:**

Marie Owens left the Board room during this discussion.

Riley Astill reviewed the monthly Administrative and Financial Reports, copies of which were included in the Board Book. Overall, the District's finances continue to perform very well compared to the 2023 Budget. As he reviewed the various Reports, Mr. Astill responded to questions from the Trustees, including a discussion of completed customer service orders and methods for the Board to recognize certifications received by KID employees, such as the sewer certifications recently received by Jeremiah Paxman, Eric Reid, Mike Jacquez and Stephen Scopesi.

**Consider the Check Register:**

A copy of the September 2023 Check Register, which is a list of all payments made during the month, was included in the Board Book. (The Check Register in the Board Book was identified as the 8-1-2023 to 8-31-2023 Check Register, but all of the payments were dated in September). Mr. Astill responded to questions from the Trustees regarding individual payments, and Greg Anderson provided additional information. For example, in response to a question from Chair Hatch, Greg Anderson explained that a grizzly screen box is used to screen and remove larger rocks and debris from excavated material so the smaller material can be placed back in the trench over the pipe. Riley Astill explained the forty week lead time between when supplies, such as yoke valves, are ordered and when they can be expected to be delivered. Many of these supplies will be needed as water meters are replaced in older areas. Management is being aggressive in preordering supplies so they will be on hand when they are needed, which has the added advantage of the supplies costing less than would almost certainly be the case if the orders were placed later. At the end of the discussion, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

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

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

**Consider Training Requests:**

One training request was presented for the Board's consideration. The 2024 Utility Management Conference will be held between February 13 and February 16, 2024, in Portland, Oregon. Management recommended the approval of three Trustees and three staff members to attend the Conference. Details regarding the Conference were included in the Board Book. Following a brief discussion, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

**That three staff members and three Trustees be authorized to attend the 2024 WEF/AWWA Utility Management Conference in Portland, Oregon at District expense.**

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

**Consider Purchases/Costs Over \$50,000:**

Whitaker Construction Company, Inc. submitted an Invoice (Invoice #36191 and Payment Application No. 11) for work completed during October on the 4700 South Outfall Sewer Line Project in the amount of \$392,549.94, less a 5% retention of \$19,627.50, yielding a net payment of \$372,922.44. The payment request documentation and a memorandum from James Woodruff recommending payment were included in the Board Book.

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

**That the Invoice from Whitaker Construction Company, Inc. for work on the 4700 South Outfall Sewer Line Project be approved for payment in the amount of \$372,922.44.**

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

The final Invoice from Williamsen – Godwin Truck Body Co., LLC, Invoice No. 0010739-IN, for a dump truck body and accessories costing \$52,357, was included in the Board Book. Mr. Woodruff recommended that the Invoice be approved for payment.

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

**That the Invoice from Williamsen – Godwin Truck Body Co., LLC be approved for payment in the amount of \$52,357.**

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.

**Consider Approval of 2024 Board of Trustees Meeting Calendar:**

The proposed 2024 Board meeting schedule was included in the Board Book, with the following proposed dates: January 9, February 6, March 12, April 16, May 14, June 4, July 9, August 13, September 10, October 8 (Tentative Budget), November 12 (Budget and fee increase public hearing), and December 17. The meetings will commence at 5:30 p.m. at the District's

administrative office located at 5350 West 5400 South, Kearns, Utah. Following a brief discussion, it was moved by Trustee Monson and seconded by Chair Hatch as follows:

**That the 2024 Board meeting schedule be approved as presented.**

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

**Consider Approval of 2024 Board Snippet Training Subjects:**

A list of proposed Board meeting snippet training subjects and presenters for each month in 2024 was included in the Board Book. Greg Anderson asked the Trustees to consider the proposed schedule and to recommend any additional subjects they would like to be covered. After a brief discussion, it was moved by Trustee Monson and seconded by Trustee Christensen as follows:

**That the 2024 training snippet topics for KID Board meetings be approved as presented.**

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

**Discuss/Consider Salvage of Equipment:**

Management recommended that the Board approve two items of equipment to be disposed of as surplus – namely a 2009 Sterling LT 9500 Series dump truck and body (estimated surplus value of \$40,000) and a 2009 GMC 4500 Kodiak mini dump truck (estimated surplus value of \$25,000).

After a brief discussion, it was moved by Trustee Christensen and seconded by Monson as follows:

**That the 2009 Sterling dump truck and body and the 2009 GMC 4500 Kodiak mini dump truck be declared to be surplus and be disposed of by management in a commercially reasonable manner.**

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

**Discuss/Considered JWCD Agreement with Hexcel Corporation/KID:**

A document entitled “Third Joint Agreement” among Hexcel Corporation, the Kearns Improvement District, and the Jordan Valley Water Conservancy District was included in the Board Book. Greg Anderson explained that the current Joint Agreement between those parties will expire at the end of 2023. The Third Joint Agreement will effectively renew the Agreement for an additional five years. KID is a signatory to the Agreement because, when Hexcel exceeds its Jordan Valley Water Conservancy District contractual water purchase commitment plus 20%,

the excess water delivered by Jordan Valley to Hexcel is billed to KID by Jordan Valley and KID then bills Hexcel at KID's then current water rate. Mr. Anderson explained that the intent is, at the end of the renewed five year term, for Jordan Valley to no longer sell wholesale water to Hexcel and for Hexcel to purchase water directly from KID as a retail customer. At that time, it is anticipated that KID and Hexcel will enter into a new water purchase and sale agreement.

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

**That the Third Joint Agreement among Hexcel Corporation, the Jordan Valley Water Conservancy District, and the Kearns Improvement District be approved.**

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

**Discuss/Consider Title 2 Chapter 1 - Administrative Policies and Procedures Personnel:**

Greg Anderson explained that Utah law requires special districts such as KID to review their Personnel Policies and Procedures at least annually. Consequently, a copy of Title 2 Chapter 1 of the District's Administrative Policies and Procedures Manual, dealing with personnel, was included in the Board Book, including a number of highlighted language changes that were recommended by management.

The Trustees and staff began reviewing the Policy, starting with page 1. During the page by page discussion, staff responded to questions from the Trustees, particularly from Trustee Monson, and desired edits were noted. After discussing page 19 of the 50 page document, it was agreed, due to the lateness of the hour and the amount of material yet to be covered, that further consideration of the Personnel Policy would be tabled until the December Board meeting. In the meantime, staff will prepare a new redlined version of the Personnel Policy for inclusion in the December Board Book.

**Central Valley Water Reclamation Facility:**

Due to the lateness of the hour, Chair Hatch requested that the discussion of the remaining agenda items be limited to critical matters.

A copy of the October 25, 2023 Central Valley Water Reclamation Facility Board meeting agenda was included in the Board Book. Chair Monson, who is KID's representative on the Central Valley Board, reported that everything at Central Valley appears to be "moving well".

**Jordan Valley Water Conservancy District:**

Copies of the October 11, 2023 and November 8, 2023 Jordan Valley Water Conservancy District Board meeting agendas were included in the Board Book. Trustee Christensen reported that Jordan Valley recently held a public hearing regarding the issuance of a \$100,000,000 bond

and is applying for a \$60,000,000 Homeland Security grant. Jordan Valley is also looking for state money to help upgrade its aqueducts for earthquake preparedness.

**Utah Association of Special Districts:**

A copy of the agenda for the October 27, 2023 UASD Board meeting was included in the Board Book.

**Kearns Metro Township Council:**

A copy of the November 13, 2023 Kearns Metro Township Council meeting agenda was included in the Board Book.

**Kearns Community Council:**

An agenda for the Kearns Community Council meeting was not available for inclusion in the Board Book.

**ChamberWest – Board of Directors, Board of Governors & Legislative Affairs:**

A copy of November 2, 2023 ChamberWest Legislative Affairs Committee agenda was included in the Board Book, and Greg Anderson provided a brief report.

**Trustee Per Diem Report:**

A copy of the November 2023 KID Trustee Per Diem Report was included in the Board Book.

**Adjourn:**

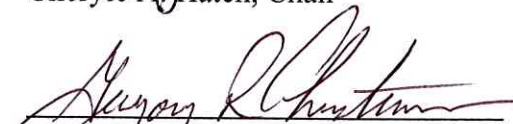
There being no further business to come before the Board, Chair Hatch declared the meeting to be adjourned at 8:55 p.m.

Approved by the Board of Trustees of the Kearns Improvement District on the 12<sup>th</sup> day of December, 2023.

Date: December 12, 2023

  
Cheryl A. Hatch, Chair

Date: 12 Dec 2023

  
Gregory R. Christensen, Vice Chair



Date: 12 December 2023

  
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Jeff Monson, Board Clerk

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