

MINUTES OF THE MEETING OF THE TRUSTEES
OF THE CENTRAL WEBER SEWER IMPROVEMENT DISTRICT
HELD MONDAY, JANUARY 25, 2021. THE MEETING WAS HELD ELECTRONICALLY
WITH A PHYSICAL ANCHOR LOCATION AT THE DISTRICT OFFICE LOCATED AT
2618 WEST PIONEER ROAD, MARRIOT-SLATERVILLE, UTAH, WITH PUBLIC ACCESS
TO THE MEETING

Trustees Present: Mark Allen, Neal Berube, Bart Blair, Sharon Bolos, Mike Caldwell, Leonard Call, Lee Dickemore, Dale Fowers, Rich Hyer, Scott Jenkins, Russ Porter, Norm Searle, Jo Sjoblom, Michelle Tait and Scott Van Leeuwen

Others Present: Kevin Hall, John Cardon, James Dixon, Mark Anderson, Darin Palmer, Ryan Hatch, John Richardson, Clint Rogers and Ryan Bench

Call to Order:

The meeting was called to order at 5:00 p.m. by Chairman Allen, who was the only Trustee present at the anchor location.

It being an electronic meeting, there was no pledge of allegiance. The invocation was offered by Trustee Porter.

Public Comment:

There were no public comments.

Minutes of December 21, 2020 Board Meeting Approval:

There being no corrections to the minutes, it was moved by Trustee Hyer and seconded by Trustee Bolos as follows:

That the December 21, 2020 Board meeting minutes be approved as presented.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Hyer, Porter, Searle, Sjoblom, Tait and Van Leeuwen.

Ratification of Vouchers:

John Cardon recommended ratification of the vouchers, which is a list of all checks and ACH payments issued during the month, as presented. Following a brief review, it was moved by Trustee Hyer and seconded by Trustee Sjoblom as follows:

That the payment of vouchers issued during the month of December, 2020, in the total amount of \$4,422,174.82, be approved and ratified as presented.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Hyer, Porter, Searle, Sjoblom, Tait and Van Leeuwen.

Consideration of Pay Requests & Equipment Purchases:

Trustee Jenkins joined the meeting.

James Dixon presented two payment requests for consideration by the Board.

Carollo Engineers, Inc. requested a payment of \$54,334.89 for Phase II Expansion Project engineering. No retainage is required on engineering services. Mr. Dixon reported that the engineering work is progressing well and recommended approval of the payment.

It was moved by Trustee Jenkins and seconded by Trustee Porter as follows:

That the payment request from Carollo Engineers, Inc. be approved as presented in the total amount of \$54,334.89.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Hyer, Jenkins, Porter, Searle, Sjoblom, Tait and Van Leeuwen.

The Board then considered a payment request from Whitaker Construction for work completed on the North Area Relief Sewer Project in the total amount of \$842,285.51. Mr. Dixon explained that, of the total amount requested, \$42,114.28 (5%) will be deposited into a retainage account, resulting in a net payment of \$800,171.23. After reporting that work is proceeding on the gravity portion of the project and that the project is scheduled to be completed by the end of March, Mr. Dixon recommended approval of the payment request.

It was moved by Trustee Hyer and seconded by Trustee Jenkins as follows:

That the payment request from Whitaker Construction for work completed on the North Area Relief Sewer Project be approved as presented in the total amount of \$842,285.51, less a 5% retainage.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Hyer, Jenkins, Porter, Searle, Sjoblom, Tait and Van Leeuwen.

Consideration of Long Range Planning Committee Report & Recommendations:

Trustee Hyer informed the Board that the Long Range Planning Committee held a meeting on January 12, 2021. Those attending included Trustees Hyer, Dickemore, Porter, Allen, Van Leeuwen and Fowers, as well as Kevin Hall, John Cardon and James Dixon from District staff.

Kevin Hall then reviewed the topics discussed by the Committee. Updates were presented on the District's 2020 capital facilities projects, including: the dewatering belt press, Phase 1 of the Treatment Plant Expansion, the platform project, the North Area Relief Sewer, and the Burch

Creek Sewer. An update on the Weber Basin Water Conservancy District's reuse pilot project was also provided. Two 2021 projects that are on the January 25, 2021 Board meeting agenda were reviewed in detail with the Committee.

The Committee and staff also reviewed a small subset of planned 2021 procurements. These procurements will be conducted using a Request for Proposals (RFP) process and will require a selection committee. Specifically, staff asked if the Committee would like to assign Board members to participate in the selection committees and, if so, who should be assigned. Additional selection committee members will consist of technical experts from the District's staff or from other sources. The Long Range Planning Committee recommended the following selection committee assignments for consideration:

Mixed liquor pump replacement – Trustee Hyer

Collections System Master Plan revision engineering – Trustees Porter and Van Leeuwen

Chlorine disinfection system replacement engineering – Chairman Allen and Trustees Hyer and Van Leeuwen.

Mr. Hall requested some flexibility in assignments, in case an assigned Trustee is not able to attend a scheduled selection committee meeting.

Chairman Allen asked the Trustees if they prefer having the Long-Range Planning Committee make the assignments or if Board approval should be required. Trustees Hyer, Caldwell and Berube each stated that the Committee could make the assignments, without the need for Board approval. Chairman Allen then declared that the various Committees will make their own assignments for special meetings involving Board members.

Trustee Fowers joined the Board meeting.

Trustee Hyer mentioned that the Long-Range Planning Committee also discussed an interest in purchasing property located north of the Sewage Treatment Plant. Trustee Hyer asked for the opinions of other Board members concerning purchasing that land.

Kevin Hall explained that, by purchasing the land, the District could keep development away from the Sewage Treatment Plant on the north and provide a valuable buffer from Plant odors. Currently, all of the land to the north is owned by private individuals or the Church of Jesus Christ of Latter-Day Saints and is used for farming. There is potential for future growth and development in that area.

If the District could no longer store biosolids on site and dry them prior to hauling off the material, it would greatly increase the cost of handling the biosolids. Trustee Hyer suggested that the District might be able to purchase the development rights, rather than the land.

Trustee Sjoblom was in favor of providing a buffer zone and being proactive. Trustee Fowers stated that he recently toured the Sewage Treatment Plant facilities, including the drying beds, and agreed that it is cost effective to be able to dry the solids at the Plant before shipping

the material, which might no longer be possible if houses were located on land to the north of the Plant. He also would like to be proactive. Trustee Berube agreed with the other Trustees. Chairman Allen stated that the Trustees should consider purchasing land all the way around the Sewage Treatment Plant.

James Dixon presented two 2021 projects for consideration. The first project involves two pump stations and the dewatering facility. The 30th Street Pump Station and Dewatering Facility both have old variable frequency drives (VFD) that have started to fail and require replacement. Both of these systems are critical. The Taylor Pump Station was installed without much capability for monitoring or controlling the pumps. The project will add a PLC panel to the pump station to provide a greater ability for operators to maintain the pumps. Staff will re-purpose some surplus equipment for these projects.

SKM, Inc, the District's current systems integrator, has a Master Services Agreement (MSA) with the District. Engineering services will be provided by SKM to design and rebuild the panel for the Taylor Pump Station and to assist District personnel in specifying project components for a competitive procurement process. Mr. Dixon recommended procuring these services through SKM under a new task order under the existing MSA. The total cost of the services from SKM, Inc. would be \$57,100.00.

It was moved by Trustee Jenkins and seconded by Trustee Caldwell as follows:

That a task order be approved for SKM, Inc. in the amount of \$57,100.00 covering electrical work on the Dewatering Facility, the 30th Street Pump Station and the Taylor Pump Station, as presented.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom, Tait and Van Leeuwen.

Trustee Van Leeuwen left the meeting.

The second project is a continuation of work on the Dewatering Facility belt presses. In 2020, a refurbished belt press was purchased and installed. Now, it is time to refurbish two old belt presses that are owned by the District, one in 2021 and the other in 2022. After they have been refurbished, the presses effectively will be in new condition. A roller on one of the old presses broke, and it can no longer be used. That press will be the refurbished this year.

Mr. Dixon recommended purchasing the majority of the parts as a sole-source procurement from Andritz Separation, the manufacturer of the press. Staff has worked with alternative providers of these parts in the past, including belt press manufacturers and local fabricators. However, the other manufacturers either cannot provide parts that are specific to the equipment or doing so has been prohibitively expensive, depending on the part. The total cost of the parts to be purchased from Andritz Separation would be \$179,576.26. By comparison, a new machine would cost \$475,000.00. Work will be completed using District staff. The refurbished press is expected to have the same life expectancy as a new belt press.

It was moved by Trustee Hyer and seconded by Trustee Sjoblom as follows:

That the purchase of parts for the existing Andritz Belt Press be approved as proposed and recommended at a cost of \$179,576.26.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom and Tait.

Certification of Annexation/Withdrawal Petitions:

Kevin Hall presented an Annexation Petition for the Terakee Properties LP property, which consists of approximately 17.3 acres located adjacent to 4700 West and 900 South in unincorporated Weber County. The proposed development is to be residential.

It was moved by Trustee Porter and seconded by Trustee Bolos as follows:

That the landowner Annexation Petition for the Terakee Properties LP property, be certified, with final approval of the annexation of the subject property to be placed on the agenda for consideration during a future Board meeting.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom and Tait.

Consideration of Annexation Approvals: Resolution 2021-01 – Taylor Landing Annexation and Resolution 2021-02-02 – Kwynn Kove Annexation:

Kevin Hall reminded the Trustees that, during the December 21, 2020 Board meeting, the Board certified an Annexation Petition for the Taylor Landing property, which is a large tract of approximately 109.6 acres located in Taylor, north of 2200 South and south of 1800 South, then east of 4300 West. It is understood that the planned development is to primarily be residential. Mr. Hall stated that all legal requirements for the annexation have been satisfied, and recommended approval of the proposed annexation. It was moved by Trustee Berube and seconded by Trusted Jenkins as follows:

That Resolution 2021-01 be adopted and approved, thereby authorizing the annexation of the subject real property into the District.

The motion carried, using a roll call vote, by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom and Tait.

Mr. Hall then presented for the Board's consideration the annexation of the Kwynn Kove property, which is a small tract of approximately 1.2 acres in Marriott-Slaterville. An Annexation Petition for this property was also certified during the December 21, 2020 Board meeting. The property is located west of the sewage treatment plant at the north end of 3000 West. Neighboring properties are already served by the District via a Marriott-Slaterville owned collection line. Mr. Hall stated that all legal requirements for the annexation have been satisfied and recommended approval of the proposed annexation.

It was moved by Trustee Hyer and seconded by Trustee Sjoblom as follows:

That Resolution 2021-02 be adopted and approved, thereby authorizing the annexation of the subject real property into the District.

The motion carried, using a roll call vote, by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom and Tait.

Consideration of Property & Casualty Insurance Request for Proposals:

Kevin Hall reminded the Board that in January of 2020, the Board approved the payment of a \$416,668 premium for property and casualty insurance. This was a 17% premium increase, compared to 2019, with reduced coverage. The Board then approved an extension of coverage to 13 months to allow time to conduct a competitive procurement after the 2020 holiday season. The Board expressed a desire to consider alternative insurance products, including pooled government programs.

A request for proposals (RFP) was issued to allow the consideration of alternative forms of insurance. On January 5, 2021, Proposals were received from the Buckner Company, representing the private insurance market and the District's current insurance broker, and the Utah Local Governments Trust.

On January 13, 2021, a selection committee consisting of Kevin Hall, John Cardon and Trustee Norm Searle reviewed and evaluated the proposals. Scoring criteria included 80 possible points for annual premium cost and value and 20 possible points for the evaluation of the proposed earthquake, flood and other minor insurance coverage policies. The Utah Local Governments Trust's proposal was awarded the highest score by the committee. The committee recommended the selection of the Utah Local Governments Trust proposal for property and casualty insurance coverage, starting March 1, 2021. The proposal would allow the Utah Local Governments Trust to insure the District for the next three years, with annual premiums for succeeding years to be presented to the District by January 5th of each year. The premium for 2021 will be \$294,573.00.

Trustee Berube stated that it is highly unusual to have such a large change in the premium amount. Mr. Hall informed the Board that an evaluation of the proposals was conducted to make sure that all required coverage will be provided.

Consideration of Property & Casualty Insurance Contract:

Ryan Hatch and Darin Palmer, representing the Utah Local Governments Trust, expressed excitement for the opportunity to serve the District. It was moved by Trustee Sjoblom and seconded by Trustee Porter as follows:

That the proposal from and contract with the Utah Local Governments Trust for property and casualty insurance be approved at a 2021 premium cost of \$294,573.00.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom and Tait.

Possible Closed Meeting Concerning Pending & Threatened Litigation, Purchase of Real Property and/or Personnel Issues:

There was no need to close the meeting.

General Manager:

Kevin Hall requested a meeting of the Finance Committee before the February Board meeting to consider bonding, property tax rates and other financial considerations. The meeting will be held face to face and by ZOOM. Mr. Hall will make arrangements with the Committee members for the day and time of the meeting.

Attorney:

Mark Anderson informed the Board that he will receive his first COVID-19 vaccine on Tuesday in Logan.

Other Business:

Trustee Caldwell asked Trustee Jenkins to thank the Weber-Morgan Health Department for all of the hard work they are doing.

Adjournment:

There being no further business to come before the Board, it was moved by Trustee Caldwell and seconded by Trustee Hyer as follows:

That the Board meeting be adjourned.

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Bolos, Caldwell, Call, Dickemore, Fowers, Hyer, Jenkins, Porter, Searle, Sjoblom and Tait.

Chairman Allen declared the meeting to be adjourned at 5:50 p.m.

Approved by the Board of Trustees of the Central Weber Sewer Improvement District this 22nd day of February, 2021.

Mark C. Allen, Chairman

ATTEST:

John Cardon, Clerk