

**MINUTES OF THE TRUSTEES MEETING
OF THE KEARNS IMPROVEMENT DISTRICT (KID)
HELD MARCH 9, 2021 AT THE DISTRICT OFFICE
LOCATED AT 5350 WEST 5400 SOUTH, KEARNS, UTAH¹**

Trustees Present:

Jeff Monson
Cheryle A. Hatch
Gregory R. Christensen

Staff Present:

Pamela Gill	General Manager/CEO
Greg Anderson	Public Works Director/Engineer
Riley Astill	Finance Director/Controller
Mark H. Anderson	Attorney
Jamie Banh	Executive Administrative Assistant

Others Present:

Linda Townes Jordan Valley Water Conservancy District (Electronically)

Call to Order:

Chair Monson called the meeting to order at 5:30 p.m. and welcomed all those present. The invocation was offered by Pamela Gill and the pledge of allegiance was led by Cheryle Hatch.

Public Comments:

There were no public comments.

Approval of Minutes (Regular Meeting, February 9, 2021):

Trustee Christensen noted a correction in the next to last sentence on page 4 (the insertion of the word “be”), after which it was moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the minutes of the KID Board meeting held on February 9, 2021 be approved as adjusted.

The motion carried with Trustees Monson, Hatch and Christensen each voting “aye”.

¹ Due to COVID-19 pandemic conditions, masks were required to be worn and in person attendance at the anchor location was limited to 10 individuals, including Trustees and staff. In addition, individuals were able to join electronically, via computer, tablet or phone, and were provided a dial in number and access code.

Consider General Manager's Report (Including the Administrative/Financial Report and the Public Works Report):

Pamela Gill reviewed her written report, a copy of which was included in the Board Book, and responded to questions from all three Trustees. Among other subjects, the discussion centered on the new Lead and Copper Water Quality Rule and managing and responding to COVID-19 concerns.

Riley Astill reviewed his monthly Financial/Administration Report, a copy of which was included in the Board Book. He explained that a year-to-date net loss of \$406,221, through the end of January, is due to the timing of expense items, pointing out that an anticipated one-month shortfall of \$263,984 is reflected in the District's current Budget. Mr. Astill expects expenses and revenues to even out over the year. Mr. Astill also reported concerning the annual independent audit, which is underway. Mr. Astill explained that, in response to the pandemic, staff has not disconnected service to any customer who falls behind in making payments to the District. Instead, the equivalent of a real property tax lien has been placed against delinquent properties. The result has been good for the District. Staff time has been saved and staff members who otherwise would be disconnecting customers' water service like the change.

Greg Anderson reviewed his monthly Public Works Report, a copy of which was included in the Board Book, including a detailed discussion of all 12 of the District's current capital improvement projects, and responded to questions from Trustee Christensen. Mr. Anderson concluded his report by discussing current development activities within Zone E and a portion of Zone D.

Consider Check Register:

During a discussion of the January, 2021 Check Register, which is a list of all checks issued and direct deposits made during the month, Mr. Astill responded to questions from the Trustees respecting specified checks. It was then moved by Trustee Christensen and seconded by Trustee Hatch as follows:

That the January, 2021 Check Register be approved and ratified as presented.

The motion carried with Trustees Monson, Hatch and Christensen each voting "aye".

Discuss Financial Report:

Riley Astill reviewed the Financial Report, which consists of a series of Reports including the Statement of Net Position, the Statement of Revenues & Expenses, the Customer Service Report, and the Executive Safety Report, copies of which were included in the Board Book. As he reviewed the reports, Mr. Astill stated that the financials look good and responded to questions from the Trustees.

Consider Training Requests:

Ms. Gill noted that the American Water Works Association Annual Conference will be held in San Diego, California, as both a virtual and an in person event, in mid-June. Only those individuals who are comfortable doing so should attend in person. Ms. Gill recommended that three staff members and as many Trustees as are available and interested be authorized to attend the AWWA Conference. All three Trustees expressed a desire to attend. It was then moved by Trustee Hatch and seconded by Trustee Christensen as follows:

That three staff members and all three Trustees be authorized to attend the American Water Works Association Annual Conference, to be held in San Diego, California, at District expense.

The motion carried with Trustees Monson, Hatch and Christensen each voting “aye”. Details concerning the Conference were included in the Board Book.

Consider Purchases/Costs Over \$50,000:

Greg Anderson presented an Application for Payment from Whitaker Construction for work on the Cougar Lane Sewer By-Pass & Lift Station that was completed and inspected during February, 2021, in the total amount of \$186,625, less a 5% retention of \$9,331.25, yielding a net amount due of \$177,293.75. Mr. Anderson recommended that the payment be approved.

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

That a payment to Whitaker Construction, for work on the installation of the Cougar Lane Sewer By-Pass & Lift Station, be approved for payment in the amount of \$177,293.75.

The motion carried with Trustees Monson, Hatch and Christensen each voting “aye”.

Consider Bond Releases/Reductions:

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

Consider SCADA Network Study Contract:

Greg Anderson reminded the Trustees that the recently completed Risk & Resiliency Study identified several issues dealing with the District’s current SCADA System, which is 20 years old, is antiquated, and must be updated to comply with security and communication standards. He noted that the District’s 2021 Budget item for the “Zone D water line loop” includes \$175,000 to design the water line loop. However, the negotiated cost for that design work is \$109,731, leaving an unspent budgeted balance of \$65,269, which is more than the negotiated cost of \$54,656 for the proposed study to review and update KID’s SCADA system. Mr. Anderson explained that the District’s current SCADA system will continue to operate until a new SCADA system has been

designed and installed, causing Trustee Christensen to note that, for a period of time, two SCADA systems may be in operation.

The District has a Master Engineering Services Agreement with the Bowen Collins & Associates engineering firm. Greg Anderson recommended that Task Order No. 8, which has been negotiated with Bowen Collins, be approved at a not to exceed cost of \$54,656. Pursuant to Task Order No. 8, Bowen Collins will conduct a SCADA system review and make recommendations. Mr. Anderson noted that Bowen Collins has done a “good job” working with the District.

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

That Task Order No. 8 negotiated with Bowen Collins & Associates be approved, with a maximum project fee of \$54,656.

The motion carried with Trustees Monson, Hatch and Christensen each voting “aye”.

Central Valley Water Reclamation Facility:

A copy of the February 24, 2021 Central Valley Water Reclamation Facility Board meeting agenda was included in the Board Book. Trustee Hatch, who represents KID on the Central Valley Board, briefly reviewed current Central Valley activities, including large cost savings that have been realized and a new contract with Lewis Young Robertson and Birmingham.

Jordan Valley Water Conservancy District:

A copy of the March 10, 2021 Jordan Valley Water Conservancy District Board meeting agenda was included in the Board Book. Trustee Christensen, who also serves on the Jordan Valley Board, noted that new Jordan Valley officers will be elected during the March 10th meeting. Trustee Christensen stated that a Rocky Mountain Power easement that will benefit KID will be considered by the Jordan Valley Board, and that Jordan Valley is working on its 2021-2022 fiscal year budget.

Utah Association of Special Districts:

A copy of the February 12, 2021 UASD Board meeting agenda was included in the Board Book. Ms. Gill, who serves on the UASD Board, discussed the recently completed legislative effort, which went very well. She expressed her appreciation for the Association and its legislative team, particularly Executive Director LeGrand Bitter, Government Affairs Director/Lobbyist Heather Anderson, and General Counsel Mark Anderson.

Kearns Metro Township Council:

A copy of the February 22, 2021 Kearns Metro Township Council meeting agenda was included in the Board Book. Trustee Hatch was not able to attend that meeting. However, Trustee Hatch did attend the March 8, 2021 Kearns Metro Township Council meeting, the agenda for which was also included in the Board Book, and provided a detailed report concerning that

meeting. Among other matters, Trustee Hatch reviewed the procedure for the Wasatch Front Waste and Recycling District to transition to become a local district, with the consent of the jurisdictions served by WFWRD, including the Kearns Metro Township; reported that COVID vaccinations will take place over three weekends at the Kearns Oquirrh Park Fitness Center; and briefly reviewed the legislative update that was provided to the Kearns Metro Township Council by the Metro Township's attorney, Nathan Bracken.

Kearns Community Council:

The Kearns Community Council meeting was canceled.

Trustee Per Diem Report:

The Trustee Per Diem Report, which reflected no activity through February, 2021, was included in the Board Book.

Adjourn:

There being no further business to come before the Board, Chair Monson declared the meeting to be adjourned at 6:40 p.m.

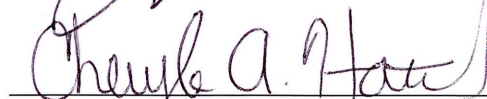
Approved by the Board of Trustees of the Kearns Improvement District on the 13th day of April, 2021.

Date: 13 April 2021



Jeff Monson, Chair

Date: 13 April 2021



Cheryl A. Hatch, Vice Chair

Date: 13 April 2021



Gregory R. Christensen, Board Clerk