

BOARD MEETING
TUESDAY, JANUARY 19, 2016
9:00 A.M.
MT. OLYMPUS IMPROVEMENT DISTRICT
3932 SOUTH 500 EAST

SUMMARY

1. **MINUTES OF BOARD MEETING – DECEMBER 16, 2015**
2. **MT. OLYMPUS PAYABLES**
3. **CENTRAL VALLEY PAYABLE**
4. **FINANCIAL REPORT**
5. **CENTRAL VALLEY REPORT - JOHN NORTON**
6. **SPECIAL DISTRICT REPORT AND LEGISLATION UPDATE**
7. **MANAGER'S REPORT**
 - A. **PERSONNEL REVIEW**
 - B. **OPERATIONS REPORT**
 - C. **R.E. COUNT REPORT**
8. **INFORMATION ITEMS (NO ACTION REQUIRED)**
 - A. **DISTRICT ACTIVITY REPORTS**
 - B. **CENTRAL VALLEY FLOW & LOAD REPORT**
 - C. **UTAH PUBLIC TREASURER'S POOL YIELD**
 - D. **GOVERNMENT RECORDS ACCESS AND MANAGEMENT ANNUAL REPORT (GRAMA)**
 - E. **DATE OF 2016 CHRISTMAS PARTY**

PRESENT: **MEL MACKAY, BOARD CHAIR**
 JOHN NORTON, TRUSTEE
 AMI NEFF, TRUSTEE
 KERRY EPPICH, GENERAL MANAGER
 STEPHEN ROHWER, DISTRICT CONTROLLER
 TAMMY GONZALES, EXECUTIVE SECRETARY/DISTRICT CLERK

PRESIDING: **MEL MACKAY, BOARD CHAIR**

Tammy Gonzales, District Clerk, administered the Oath of Office to newly elected board member, John Norton. The Oath of Office was then signed and will be mailed to the County Clerk.

1. MINUTES OF BOARD MEETING – DECEMBER 16, 2015

Motion to approve the December 16, 2015 Board Meeting minutes, as written, was made by Trustee John Norton and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: John Norton, Ami Neff, and Mel Mackay.

2. MT. OLYMPUS PAYABLES

After review and discussion, motion to approve the Mt. Olympus Payables was made by Trustee John Norton and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: John Norton, Ami Neff, and Mel Mackay.

3. CENTRAL VALLEY PAYABLE

After review and discussion, motion to approve the Central Valley Payable was made by Trustee John Norton and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: John Norton, Ami Neff, and Mel Mackay.

4. FINANCIAL REPORT

The Financial Report was accepted for filing by Board Members. Controller Rohwer explained the differences between the two sets of financials that were provided to the Board. One is a cash-basis financial statement and the other is an accrual-basis financial statement.

5. CENTRAL VALLEY REPORT - JOHN NORTON

Trustee Norton attended the December 2015 board meeting of Central Valley and the following topics were discussed:

- ***Capital Improvement Projects/Nutrient Removal*** – There is a five year and a 20 year CIP, one includes nutrient removal and one excludes nutrient removal. There is about \$25 million worth of items that we have to do as asset management items and about \$155 million over the next 20 years.
- ***General Manager Evaluation*** – It was approved to give General Manager, Tom Holstrom a 5% raise and increase his car allowance to \$7,000 annually.
- ***Legislation/Water Quality Board Meeting*** – Central Valley sent a letter to the State regarding the permit for the nutrient removal, but they haven't received a response yet. Manager Eppich stated that the way the legislation is written, they will need to go back to peer review.
- ***Ferric Chloride Feed System*** – Due to issues with hydrogen sulfide (H₂S) in the lines, Central Valley added ferric chloride at the Granger-Hunter pump station to help with the H₂S gas. They are suggesting installing a ferric chloride feed station, located at the Granger-Hunter Improvement District's Decker Lake pump station.

5. **CENTRAL VALLEY REPORT - JOHN NORTON (CONTINUED)**

- ***Interceptors*** – The main prioritization for lining is the Cottonwood siphon line. Central Valley has budgeted \$2 million to start the remaining interceptor lining.
- ***Board Retreat*** – No agenda for the retreat is available yet. Trustee Norton would like to push for a meeting with Board members and entity managers to discuss the capital improvement program and Board governance. The Board Training Session will be held on January 27, 2016 at 9:00 a.m.
- ***Enginotor Upgrade*** – Central Valley is recommending they retain Brown & Caldwell to do the enginotor upgrade designs and will include a narrative explaining why they suggested sole-source procurement. They feel Brown & Caldwell possesses the experience and the knowledge to design this work. Trustee Norton expressed concern that this looks questionable, but acknowledges that Brown and Caldwell knows the plant better than anyone.

6. **SPECIAL DISTRICT REPORT AND LEGISLATION UPDATE**

The Legislative session starts next week. There doesn't appear to be many bills that will have a real affect on the District at this time, but we will be watching the following bills:

- ***House Bill 12/Disaster Recovery for Local Governments*** – this bill modifies the Public Safety Code and the Budgetary Procedures Act to establish a loan program to local government entities for the purpose of providing emergency disaster services.
- ***House Bill 17/Assessment Area Foreclosure Amendments***– this bill modifies the methods by which a local entity may enforce an assessment lien; and makes technical and conforming changes.
- ***House Bill 25/Property Tax Changes*** – this bill defines terms, modifies the calculation of certain property tax rates, repeals obsolete language, and makes technical and conforming changes.
- ***House Bill 63/Fees for Government Records Requests*** – this bill provides for de novo review and an appeal of a fee waiver request.
- ***House Bill 68/Post-Exposure Blood Testing Amendments*** – this bill allows an emergency service provider to request a blood sample if significantly exposed to a person's bodily fluids in the course of performing the provider's duties.
- ***Senate Bill 19/Phased Retirement*** – this bill modifies the Utah State Retirement and Insurance Benefit Act by enacting phased retirement provisions.
- ***Senate Bill 34/Sewer Lateral Disclosures*** – this bill defines terms, requires each public owner of sanitary sewer facilities to provide certain disclosures related to liability for the repair or replacement of a sewer lateral.
- ***Senate Bill 49/Statute of Limitations on Environmental Code Violations*** – this bill states that the stature of limitations for a violation of the Environmental Quality Code is five years.

7. MANAGER'S REPORT

A. PERSONNEL REVIEW

Manager Eppich stated that there are four employees with anniversaries in February:

Kerry Eppich – 21 years, Todd Perry – 20 years,
Darren Stone – 19 years and Cody Sommerville – 19 years.

All employees are doing well.

B. OPERATIONS REPORT

Manager Eppich reported that it has been slow due to the weather so the lines crew has been busy cleaning the shop, warehouse, building shelving in the basement and doing maintenance on the trucks.

C. R.E. COUNT REPORT

A report showing the beginning, ending, and annual change of Residential Equivalent (R.E.s) and accounts for 2015 was provided for Board review. Manager Eppich discussed the information on the report. Total R.E.s as of the end of 2015 was 52,815 (which is 27,657 accounts). There were 825 (165 residential and 660 commercial) new R.E.s placed in billing in 2015.

8. INFORMATION ITEMS (NO ACTION REQUIRED)

A. DISTRICT ACTIVITY REPORTS

Controller Rohwer discussed some of the benchmarking charts.

- The first chart was the incoming call volume for December, showing the number of calls and the duration. December 28th had the most incoming calls at 207.
- The capacity fee chart shows the number of fees collected in 2015 with June showing a huge increase due to Daily Foods paying a large portion of the 719 capacity fees collected.
- The lines cleaning chart shows the number of feet of lines cleaned on a monthly basis.
- Our engineering department created a report showing the number of inspections, 33 for the month of December, Blue Stakes calls 518 in December, nose-ons 10 in December, and sewer availability letters requested, 2 for December.
- Next was a discussion about the chart showing analytics of our website.
- The next chart showed the feet of lines TVd each month for the year.

B. CENTRAL VALLEY FLOW & LOAD REPORT

A copy of the current Central Valley Flow & Load Report was not available.

8. INFORMATION ITEMS (NO ACTION REQUIRED) (CONTINUED)

C. UTAH PUBLIC TREASURER'S POOL YIELD

Manager Eppich reported that the Utah Public Treasurer's Pool Yield for December 2015 was up slightly to .71%.

D. GOVERNMENT RECORDS ACCESS AND MANAGEMENT ANNUAL REPORT (GRAMA)

There was one (1) request for information under the GRAMA Act for the year 2015.

DATE	WHO REQUESTED	INFO REQUESTED
5/5/15	Kelly Owsley	She requested copies of monthly water and sewer bills for the previous twelve months for any consumers/companies that have an annual sewer bill in excess of \$100,000
We responded that the District did not bill any customer in excess of the \$100,000.		

E. DATE FOR 2016 CHRISTMAS PARTY

There were two dates suggested for the 2016 Christmas Party, December 1st or December 8th. The Board was fine with either date, so it will be left up to the General Manager to decide. He will let the Board know of his decision.

There being no further information to come before the Board, motion to adjourn was made by Trustee John Norton and seconded by Trustee Ami Neff. The motion was approved by unanimous vote, those voting in favor: Ami Neff, John Norton, and Mel Mackay.

The meeting adjourned at 10:25 a.m.

Mel Mackay, Board Chair