

White City Water Improvement District
Board of Trustees
District Office
999 Galena Drive
Sandy, Utah
Wednesday, June 21, 2023

Members

Present: Paulina Flint, Chair; Bob Johansen, Vice Chair; Garry True, Treasurer; Christy Seiger-Webster, Clerk; Cody Cutler

Others

Present: Paul Ashton, Elaine Christensen, Sue Dean, Ryan Johnson, Cliff Linford, James Lucas, Bob Oldroyd and Olga Rezanova representing Moreton Insurance, and Vicki Raesely

PLANNING COMMITTEE

1. Call to Order and Determination of Quorum - The White City Water Improvement District Board of Trustees Planning Committee meeting was called to order by Chair Paulina Flint at 5:00 p.m. on Wednesday, June 21, 2023. It was determined a quorum was present.
2. Sunrise Engineering Report - Cliff Linford
 - Status of Water Storage Tank- Cliff reported the project is out to bid. A pre-bid meeting was held this morning, and info from the meeting was distributed, including a sign-in sheet. Four contractors were present, all meet our qualification requirements. Flexibility in the work schedule of the project was a key factor driving their interest. The Project will be bid out on July 19, with bid opening at 3 p.m. It is exciting to move forward.
 - Status of 10000 South Pipeline Project - The Transmission Line Project was also bid out - info in packet he handed out. B.D. Excavations was the successful bidder in the amount of \$1,465,700.00 - references look good. Details were discussed. The plan for the project is to do the Highland Drive corridor this fall, work stop over the winter, then finish the 9800 South portion next spring. He recommended the contract be awarded to BD Excavations. He reviewed the status of the budget. The Bid is less than Sunrise estimate.
 - Review of Bids on Pipeline Project -
 - General Engineering - There were no General Engineering items to report. **It was moved by Mr. Johansen, seconded by Mr. True the Sunrise Engineering Report be accepted./ The motion was approved with the following vote: Messrs. Cutler, Johansen and True, aye; Ms. Seiger-Webster and Flint, aye.**

3. Manager Reports

Operations Manager Report

- Water Usage e Repot - James reviewed the water usage report. We produced 100, 224,000 M gallons, billed 85 M gallon, 15% unaccountable .
- Hyacinth Circle Upgrade Report - James reported this project is 90% complete , All pipes are in and the old line filled. All that's left is asphalt and concrete and we're out of there. Better fire flow is expected.
- General Repair and Maintenance Update - James stated it has been a very busy month, and reviewed various repair and maintenance items on Statice Circle, 9430 South, 1900 East and 9045 South; Antimony, Amber, Tramway, 1799 Segó Lily, 9499 So & Poppy. There were communication issues on the storm drain on Bainbridge being done by Sandy City . which were reviewed. James will schedule a meet with Tyler in Sandy Parks and Rec to discuss issues and will include Paul if he can be helpful. **It was moved by Mr. True, seconded by Ms. Seiger-Webster the Operations Manager Report be accepted. The motion was approved with the following vote: Ms. Seiger-Webster and Flint, aye; Messrs. True, Johansen and Cutler, aye.**

Office Manager Report

- Newsletter Deadline - June 25, 2023 - Elaine stated items are due by June 25 for the July newsletter. We could also include a reminder about rate increase in September. Paulina has letter about using water. Which she will provide to the Board. Perhaps include an article about using water. **It was moved by Mr. Cutler, seconded by Mr. True the Office Manager Report be approved. The motion was accepted with the following vote: Messrs. True, Cutler and Johansen, aye; Ms. Flint and Seiger-Webster, aye.**

General Manager Report

- Legislative Report - Paul stated he did not have items to report at this time.
- Claim #A2H3239-9400 South Water Main Break & Traveler's Response - Paul welcomed Rob Oldr[id and Olga Rezanova representing Moreton Insurance. He briefly reviewed the history of a claim filed by a homeowner for damages resulting from a water main break at 9400 South which has not been paid. Mr. . Oldroyd reviewed the history. Of the claim with Travelers who feels there was no reason for the claim and has not paid. After discussion, of the claim and various other issues, Paul recommended the District pay the \$8-\$10,000 claim and take assignment on the claim. Travelers Insurance coverage is up for renewal this month.
- General Liability Insurance Needs and Renewal Option

Last year there were 2 companies which were more competitive. Mr. Old_

— Approached the underwriter and asked for a bod. They are in the process of preparing those numbers. Travelers renewal premium is \$ 94,002. We can call a special meeting if necessary, There is a second claim from a different resident. Paul is waiting to see if their homeowners insurance will take care of it before moving forward.

Mr, Oldroyd reviewed renewal of cyber coverage. Which premium is increasing to \$15,00. . They approached other companies and they offered a premium of \$3,258.22 He recommended we go with this option. Paulina Thanked him for his presentation. **It was moved by Mr. True, seconded by Mr. Johansen the General Manager Report be accepted. The motion was approved with the following vote: Messrs. Cutler, True and Johansen, aye; Ms. Seiger-Webster and Flint, aye.**

4. Close Planning Meeting

**Whhite City Water Improvement District
Board of Trustees
District Office
999 Galena Drive
Sandy, Utah
Wednesday, June 21, 2023**

Minutes

Members

Present: Paulina Flint, Chair; Bob Johansen, Vice Chair; Garry True, Treasurer; Christy Seiger-Webster, Clerk; Cody Cutler

Others

Present Paul Ashton, Elaine Christensen, Sue Dean, Ryan Johnson, , Dave Sanderson

1. Call to Order and Determination of Quorum

The regular meeting of the White City Water Improvement District Board of Trustees was called to order at 6:00 p.m. on Wednesday, June 21, 2023 at the District Office by Chair Paulina Flint. It was determined a quorum was present .

2. Public Comment

There were no public representatives present, but as part of public comment, Ms. Flint asked that a letter she received from a resident be read into the record. A copy was handed out to the Board Ms. Flint would like us to impress on the public its ok to use water, but not to abuse it. An item will be prepared for the newsletter and information from Jordan Valley will also be included.

3. Approval of Minutes of May 17, 2023 -

After review, **it was moved by Ms. Seiger-Webster, seconded by Mr. Johansen the minutes of the meeting of May 17, 2023 be approved. The motion was approved with the following vote: Ms. Seiger-Webster and Flint, aye; Messrs. True, Cutler and Johansen, aye.**

4. Accountant/Financial Report

Mr. Sanderson reviewed the monthly WCWID Residential Water Sales Report. It was suggested the Water Use Report prepared by Operations add grid lines to help in reading amounts.

- Year to Date Report for May, 2023 - We are now at 42% of year all is well. Financial statements and reports are included in the meeting packet

and were reviewed. **It was moved by Mr. Johansen, seconded by Mr. True the Year to Date Report for May, 2023 be accepted. The motion was approved with the following vote: Messrs. Cutler, True and Johansen, aye; Ms. Flint and Seiger-Webster, aye.**

- Approval of May, 2023 Expenses - After review, **It was moved by Mr. Johansen, seconded by Mr. True the May, 2023 Expenses be approved. The motion was approved with the following vote: Ms. Seiger-Webster and Flint, aye; Messrs. Johansen, True and Cutler, aye.**

5, Discussion and Action RE: General Liability Insurance Needs and Renewal 2023- 2024

After discussion in Planning Committee meeting, Mr. Ashton recommended we go forward with cyber coverage tonight with a premium amount \$3,258., and that a special meeting be called to consider general liability coverage. **It was moved by Mr. True, seconded by Mr. Johansen cyber security insurance coverage with a premium amount of \$3258 be approved. The motion was approved with the following vote Messrs True, Cutler and Johansen, aye; Ms. Flint and Seiger-Webster, aye.** Special meeting tentatively scheduled for June 29, 2023.

6 Discussion and Action Re: Resolution # 2023-06-001 -r

It was moved by Mr. Tree, seconded by Mr. Johansen the short title of Resolution #2023-06-001, "A Resolution Setting a zero percent tax rate for White City Water Improvement District" be read into the record and approved. The motion was approved with the following vote: Messrs. True, Cutler and Johansen, aye; Ms. Seiger-Webster and Flint, aye.

7, Discussion and Action Re: Award of Contract for 10000 South Pipeline Project

Mr. Ashton stated that following discussion in Planning Committee of the 10000 South Pipeline Project, contract and the recommendation of Sunrise Engineering , te contract be award to B.D. Bush Excavation, Inc.. **It was moved by Ms. Seiger-Webster, seconded by Mr, True the contract for the 10000 South Pipeline Project be awarded to B.D. Bush Excavation , Inc, in the amount of \$1, 465,700. The motion was approved with the following vote: Ms. Seiger-Webster and Flint, aye; Messrs. Johansen, True and Cutler, aye. .**

8. General Manager's Report -

Upcoming Conferences, Seminars and Meetings -

A list of conferences is in the meeting packet. Please note a change in the Utah Water Users Water Summit to September rather than October at the Davis Convention Center. Mr. True noted he will be out of state in February and March, 2024. Mr. Ashton noted he would like to invite Mark Anderson to come to the office to give a board training presentation in the next few months. Mr. Ashton will contact him.

- Rural Water Fall Conference - Davis Conference Center - August 28-31, 2023
- Waer Summit Fall of 2023- Davis Convention Center September 26, 2023
- Casselle Annual Conference - Salt Lake City, , October 10-11, 2023
- UASD Annual Conference -Davis Convention Center -November 8-10, 2023
- RWAUSpring Conference - Dixie Conference Center - February 26 March 1, 20'24 **Paulina, Bob, Garry, Christy, Ryan, Danny**
- Utah Water Users Summit - Dixie Rural Water l Conference Center m March 18-20, 2024 - **Paulina, Paul, Bob**

It was moved by Mr. True, seconded by Mr. Cutler, the General Manager Report be accepted. The motion was approved with the following vote: Ms. Seiger-Webster and Flint, aye; Messrs. Cutler, True and Johansen, aye.

9. Personnel Issues(Closed Session Under Utah Code Ann. 52-4-205)

It was moved by Mr. True, seconded by Mr. Johansen the public meeting be closed and the Board move into Closed Session to discuss Personnel matters. The motion was approved with the following vote: Messrs. True, Cutler, Johansen, aye; Ms. Flint and Seiger-Webster, aye.

I, Paulina Flint, Chair of the White City Water Improvement District Board of Trustees, hereby certify that on Wednesday, June 21, 2023 the Board moved into Closed Session to discuss Personnel Issues, and that no other items were discussed.

Paulina Flint, Chair



It was moved by Mr. Johansen, seconded by Ms. Seiger-Webster the Closed Session be closed at 6:23 p.m., and the public meeting be reconvened. The motion was approved with the following vote: Messrs. True, Cutler and Johansen, aye; Ms. Seiger-Webster and Flint, aye.

10. Litigation Issues If Required (Closed Session Under Utah Code Ann. 52-4-205)
11. Review and Action on- WCWID - Pay Scales (2023)

It was moved by Mr. True, seconded by Mr. Johansen- we accept the recommendations for White City Water Improvement District pay scales for 2023 as discussed in Closed Session. The motion was approved with the following vote: Messrs. Johansen, True and Cutler, aye; Ms. Flint and Seigerr-Webster, aye.

12. Review and Action on WCWID Job Descriptions (2-023)

Mr. Ashton stated we have job descriptions for the following positions: General Manager/General Counsel; Assistant General Manager; Office Manager; Clerk III; Finance and Customer Relations Clerk; Operations Manager; System Operator; Water Worker I . He recommended the job descriptions be approved. **It was moved by Mr. Johansen, seconded by Mr. True the job descriptions be accepted with technical changes. The motion was approved with the following vote: Ms. Seiger-Webster and Flint, aye; Messrs. Cutler, Johansen and True, aye**

- 13, Annual Employee Reviews and Action on Recommendations (2-23_ -

Mr. Ashton stated his recommendations for employee annual salary adjustments and employee reviews were outlined in a memo to the Board which was discussed in Closed Session. **It was moved by Ms. Seiger-Webster, seconded by Mr. Johansen, the annual salary adjustments recommended by Mr. Ashton be approved, and that an annual salary of \$150,000 annually for Mr, Ashton also be approved. The motion was approved with the following vote: Ms. Flint and Seiger-Webster, aye; Messrs. True, Johansen and Cutler, aye.**

- 14, Water System Issues

There were no Water System Issues for discussion.

15. Suggested Items for Future Board Meeting

Mr. Ashton stated we are still looking for a Fall Retreat. He will talk with John Crandall.

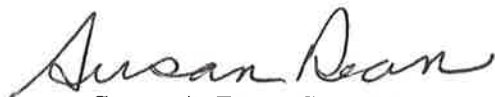
Ms. Seiger-Webster advised her company conducts specialized training sessions and tours of their facility on how ductile iron pipe is made, installation and other issues some of our neighboring municipalities have taken advantage of this training. She can

put us in touch with the sales rep to make arrangements. Our field crew and Alma may want to attend, Paulina and Garry expressed interest. She noted the sales rep, who lives in the area, is interested in watching installation and other aspects of the pipeline project. She will get contact information to Elaine

16. Adjourn

It was moved by Mr. Johansen the meeting adjourn.

Respectfully submitted,


Susan A. Dean, Secretary

Approved,


Paulina F. Flint, Chair