

**SOUTH VALLEY WATER RECLAMATION FACILITY
BOARD MEETING
Wednesday, April 20, 2022
7495 South 1300 West
West Jordan, Utah 84084**

Attendance	Board Chairman	Jerry L. Knight, Sandy Suburban Improvement District
	Board Vice Chairman	Brad Powell, Midvalley Improvement District – (Excused)
	Board Member	Craig L. White, South Valley Sewer District
	Board Member	Glen Kennedy, Midvale City
	Board Member	Brian Clegg, City of West Jordan
	General Manager	Lee Rawlings
	Facility Engineer	Taigon Worthen
	Facility Clerk	Belinda Patterson
	Attorney for South Valley	Tracy S. Cowdell
	Finance Director	Gary Dunn
	Keddington & Christensen, LLC	Gary Keddington

Call to Order Chairman Knight called the meeting to order at 12:30 p.m. and welcomed those in attendance. Mr. Powell was excused from the meeting.

Roll Call Roll call vote was as follows:

Mr. Clegg	“here”
Mr. Kennedy	“here”
Mr. White	“here”
Chairman Knight	“here”

**Ceremonies/
Presentations/Public
Comments** None

2021 Audit Report Mr. Gary Keddington, with Keddington & Christensen, LLC, presented the 2021 South Valley Water Reclamation Facility Financial Audit Report.

There were no findings reported, no problems with internal controls and no issues relating to state compliance matters.

Mr. White moved the board accept the 2021 South Valley Water Reclamation Facility Financial Audit as presented. Mr. Kennedy seconded the motion. All were in favor, motion carried.

**Resolution 04-20-
2022(A) – Open and
Public Meeting Act
Training**

Mr. Cowdell presented a video, from the state auditor’s office, for the board’s annual training on the Open and Public Meetings Act. He asked the board to always remember that they are doing the public’s business and because they are doing the public’s business they must be as transparent as possible. Also, any deliberations should be done in an open and transparent way.

Mr. Kennedy moved that the board approve Resolution No. 04-20-2022(A) acknowledging that the board and senior staff have received the required annual training regarding the open and public meeting act. Mr. Clegg seconded the motion. Roll call vote was as follows:

<u>Mr. Clegg</u>	<u>“aye”</u>
<u>Mr. Kennedy</u>	<u>“aye”</u>
<u>Mr. White</u>	<u>“aye”</u>
<u>Chairman Knight</u>	<u>“aye”</u>

All were in favor, motion carried.

**Amend Pretreatment
Write-Offs 2021**

At the February 2021 board meeting the board approved writing off uncollectable debt from 2021. An updated list was received following that meeting which included additional uncollectable debt for board approval.

Mr. Kennedy moved that the board approve the general manager’s recommendation to write off the additional debt as given in a letter from Express Recovery Services for an additional amount of \$963.14 for 2021. Mr. White seconded the motion. All were in favor, motion carried.

**Agreement with
Carollo to Supply
Engineering, Design,
and Construction
Management Services**

Carollo Engineers, Inc. has been providing SVWRF with engineering, design, and construction management services. The agreement put in place for those services expired the first quarter of 2022 and staff requested this agreement be renewed for an additional five years.

Mr. Cowdell asked, “When we went out for the SOQs did Carollo contemplate these kinds of extensions?” He said he had no issues renewing this agreement if that was the case.

Mr. Worthen said that staff went through a SOQ process at the beginning of Project 5, Carollo was selected and at that time an agreement was signed.

Mr. Kennedy asked if it was stated in that agreement that renewals would be allowed. Mr. Worthen responded, “yes, and that same language is included in this agreement.”

Mr. White said he understood staff would need to go out and do another SOQ at the end of the five years. Mr. Clegg asked if the agreement has already expired. Mr. Worthen responded that it was close and he would need to look up the exact date.

Mr. Cowdell said that if we contracted for a particular job and it is not completed we have a different situation. But if we went out for a SOQ, and it’s a five-year term, and we are at the end of that five years, we may have an issue.

Mr. Clegg said that based on Carollo’s knowledge of our system, has a sole source been considered? Mr. Worthen responded that this was up to the board. Carollo has been doing electrical design work for SVWRF for several years. There’s a learning curve that no one else has.

Mr. Cowdell suggested crafting a notice of sole source and publishing it. He asked Mr. Worthen when the existing contract ends. Mr. Kennedy added that we can't extend a contract that has already expired. Mr. Worthen responded that we have existing task orders against the old agreement. Mr. Cowdell has no issue with extending the agreement for these outstanding projects. But to do a new agreement where they might get in to new territory could be a problem.

Mr. Cowdell recommended working on this until everyone is comfortable. Mr. Kennedy suggested maybe extending the agreement for 60 days.

This item has been tabled by the board.

**Task Order to Carollo
for Headworks and
RAS VFDs**

This item has been tabled by the board.

**Upgrade of Facility's
Cisco Wireless System**

Staff received three bids, for equipment and materials only, for the upgrade of the facility's Cisco Wireless system. The installation will be handled by the SVWRF IT department. The current system is no longer being supported by the manufacturer as it is 13 years old. The low bid was submitted by Cache Valley Electric who is listed on State Contract.

Mr. Kennedy moved that the board award the bid for equipment and materials to upgrade the facility's Cisco Wireless System to Cache Valley Electric for \$42,540.85. Mr. Clegg seconded the motion. All were in favor, motion carried.

Capital Facility Plan

Mr. Worthen brought up on the screen the list of the capital projects shown at previous meetings. He went on to say that this year, in the RM&A, money has been budgeted to replace the VFDs in the RAS Pump Stations. The capital facility's plan includes the replacement of the Headworks VFDs on the influent pumps. The idea was to develop a design in 2022 which would address both projects. He said VFDs are a priority.

Another priority is our MCC's. We need to replace all of our MCC's to keep our facility doing what it needs to be doing over the next 20-years. Two thirds of our MCCs are what they call an 8000 Series line. Staff can't even retrofit a breaker in to those. If we need a breaker we are buying it used from eBay or Utah Breaker, out of their trash pile.

Mr. Clegg asked if the costs are included, for each entity, in the 2023 estimates. Mr. Worthen responded, yes.

Mr. Kennedy said that Midvale City's accounting department is working off of this document. If any changes are made they must be notified. Mr. Worthen said that no changes have been made.

Mr. Clegg said that he submitted a budget with the full amount for the City of West Jordan. It seems to be moving forward.

The board gave their nod to prepare for the 2023 projects.

Mr. White asked if all the numbers are based on capacity rights. Mr. Worthen responded that they are.

Mr. Cowdell said, "We have a deal with Mr. Doug Young to build a new administration building for the facility. You as a board have an option to still have a building built or just take the cash." Mr. Young would like to know the answer over the next few months so that he can move forward.

Chairman Knight asked what the total dollars are. Mr. Cowdell responded \$3.5 million. Mr. White said that this amount would fund one full year of capital projects. Mr. Cowdell said that these dollars are new money to us and suggested maybe just using part of the money for upgrades to the current administration building. He recommended that Chairman Knight add this item to a future agenda so that Mr. Young can receive direction.

Mr. Kennedy stated should the board decide not to build a new administration building but do upgrades instead, what are the top 10 upgrades needed? The board is requesting this information to assist them in making their decision.

Mr. Kennedy asked if the \$3.5 million would help with the dryer issues. Chairman Knight added that it would be a good start.

Mr. Cowdell suggested tasking administration to begin looking at funding options for future projects. Mr. Clegg and Mr. Kennedy said that bonding is no longer an option for their cities. Mr. Cowdell reminded the board that bonding through the facility is an option.

Mr. Worthen drew attention to the 48-inch interceptor lining project targeted for 2032. Due to deterioration of the pipe he feels this project might need to be addressed sooner.

Consent Calendar

Items included on the consent calendar are as follows:

- Ratify Check Register: February 2022 and March 2022
- Approval of Minutes: February 16, 2022 Board Meeting
- Next Board Meeting Date: May 18, 2022

Mr. White moved to approve the consent calendar. Mr. Kennedy seconded the motion. All were in favor, motion carried.

General Manager Report

Mr. Rawlings brought up a correction to what was reported in the general manager report concerning the CIPP Project. In situform, Mr. Worthen, Mr. Cowdell, Mr. Packer, and Nix Construction had a meeting concerning some contested change orders. As a result, their bill to SVWRF was reduced by \$132,000.

Project Updates

Generator Project – The generator has been on site for a while. Still waiting for the delivery of two breakers which were ordered approximately 8 months ago.

Dump Station Project – The majority of concrete is in place. Paving will take place next week. Completion date is scheduled for the middle of May 2022.

CIPP Project – Currently Sandy Suburban Improvement District, South Valley Sewer District, and West Jordan #3 is under bypass at the sewer meter until Friday. There are 18 out of 54 manholes that still need to be rehabilitated. A repair shot in Gardner Village will take place the week of the 25th. Insituform will be reaching out to West Jordan concerning cleaning that needs to be done around the trail.

Staff would like to move forward designing a replacement for VFDs around the facility and then look at work related to HVAC equipment throughout the facility which is RM&A related.

Closed Meeting

Mr. White moved to go in to a closed meeting for the discussion of the character, professional competence, or physical or mental health of an individual. Mr. Kennedy seconded the motion. Roll call vote was as follows:

<u>Mr. Kennedy</u>	<u>“yes”</u>
<u>Mr. Clegg</u>	<u>“yes”</u>
<u>Mr. White</u>	<u>“yes”</u>
<u>Chairman Knight</u>	<u>“yes”</u>

All were in favor, motion carried.

Resume the Open Meeting

Chairman Knight declared the meeting back in open session.

Other Business

No other business was discussed.

Adjournment

Chairman Knight adjourned the meeting at 2:21 p.m.

Jerry L. Knight, Board Chairman

Belinda Patterson, Facility Clerk