

**SOUTH VALLEY WATER RECLAMATION FACILITY
BOARD MEETING
Wednesday, August 21, 2019
7495 South 1300 West
West Jordan, Utah 84084**

GENERAL SESSION

Chairman	Jerry Knight, Sandy Suburban Improvement (excused)
Vice Chairman	Brad Powell, Midvalley Improvement District
Board Member	Justin Stoker, City of West Jordan
Board Member	Craig White, South Valley Sewer District
Board Member	Keith Ludwig, Midvale City
Alternate Board Member	Darren Andersen, Sandy Suburban Improvement District
General Manager	Lee Rawlings
Assistant General Manager	Taigon Worthen
Facility Clerk	Belinda Patterson (excused)
Acting Clerk	Sherie K. Warner
Attorney for South Valley Water	Tracy Cowdell
Finance Director	Gary Dunn
Facility Operations Director	Randy Wyness
IT Director	John Hunter
Laboratory Director	Sherry Sheffield
Pretreatment Director	Spencer Parkinson
Consultant	Leo Florence, SE (PEC) Project Engineering Consultants

ROLL CALL

Chairman Knight was excused from the meeting. Mr. Darren Anderson attended the meeting as his alternate. Vice Chairman Powell directed the meeting and called the meeting to order at 12:30 pm.

Roll Call:

Mr. Andersen	“Here”
Mr. Stoker	“Here”
Mr. Ludwig	“Here”
Mr. White	“Here”
Vice Chairman Powell	“Here”

**CEREMONIES/
PRESENTATIONS/
PUBLIC COMMENTS**

There were no ceremonies, presentations or public comments.

**AWARD GRIT
CLEANOUT PROJECT
BIOREACTOR 3**

Mr. Worthen presented background information on bidding of the Grit Cleanout Project Bioreactor 3. The low bid was \$140,458.50 from PRS Industrial Services. Work is schedule to begin September 2, 2019 with a required completion date of September 21, 2019. Staff recommended awarding the project to PRS Industrial Services.

Mr. Stoker asked for confirmation that all requirements had been met on the PRS bid.

Mr. Worthen confirmed that they had.

Mr. White motioned to approve award of Bioreactor 3 Grit removal to PRS Industrial Services in the amount of \$140,458.50 and authorize the General Manager to issue a Purchase Order for the work upon review and compliance by the Facility Attorney. Mr. Stoker seconded the motion. All were in favor motion carried.

**DISCUSSION DRAFT
POLICY FOR
EMPLOYEE PERSONAL
USE OF PUBLIC
OWNED PROPERTY**

Mr. Rawlings elaborated on the need to create a policy to comply with H.B. 163 regarding the personal use of facility owned property, stating that Mr. Cowdell had drafted a policy for the Boards review and discussion.

Mr. Cowdell stated that this policy is based on other districts policies. He further stated the policy includes the language “De Minimis Use” which may be a problem defining what is excessive use and the resulting disciplinary actions. His opinion is it is better to deal with an occasional excess than to specifically define every possible usage, and suggested general categories that would encompass all possible uses, but would like guidance from the Board on specifics they feel should be listed in the policy..

Several Board members expressed their particular entities are in the process of addressing this issue as well.

Mr. Stoker asked about copiers, fax machines, mobile hotspots and other technology use. He also asked that language be included in the policy to handle misuse.

Mr. Andersen suggested that more detail leads to items not being addressed and was agreeable to the way it is written.

Mr. Rawlings said if the Board had any changes or recommendations to please send them in writing so they can be incorporated into the policy to be presented at September’s Board Meeting for approval.

Mr. White stated that as the statute now reads employees are currently in violation if SVWRF doesn’t adopt their own policy.

Mr. Cowdell stated that an adopted policy can be amended in the future but it is more important to get a policy on the books. He further stated that if a policy is not created the facility will be governed by H.B. 163 which is an extremely strict definition. He also spoke about current and future legislation and felt this policy be addressed soon to protect the employees.

**DISCUSSION
INTERLOCAL
AGREEMENTS ON
SHARED PIPELINE
FROM 90TH SOUTH TO**

Mr. Rawlings asked Mr. Cowdell to address the issue of eminent failure of the Shared Pipeline from 90th South to the facility and the Interlocal Agreements.

Mr. Cowdell stated that the report from PEC presented at June’s Board

THE FACILITY

Meeting showed an eminent failure of the shared line and put the Board on notice of this eminent failure. He also spoke about the research he had done to locate existing interlocal agreements with regard to this shared line. He stated that he had derived four options and reviewed the pros and cons of each option. He further suggested that now was the time to update existing interlocal agreements, as some of the agreements are reaching their statutory limits and it also makes sense to create a master agreement among the entities. Further stating that coming to an agreement takes time and time is of the essence to fix this line.

Also if any of the entities are considering bonding for this project there is a distinct possibility that bonding won't be possible without transferring ownership of the asset to SVWRF. He said that option 4 (Deeding the trunk line to SVWRF) is the facilities least desirable option because it puts the facility in the sewer collection business. He said that because SVWRF was created by the participating entities and the Board directs and funds the facility, it is the Boards decision which option works best and SVWRF will facilitate what option the Board chooses. He asked that the Board share the memo with their attorneys and boards as deemed appropriate and respond with concerns and any corrections so they can be incorporated and included in future discussion. He further asked the Board to explore the records they had access to, to find other possible agreements not presented here.

Mr. White said he has already had some discussions with his groups and agrees that this project needs to move forward for 2020. He also stated their preference for SVWRF to take ownership of the line as it would be the cleanest option. Also they are looking at the possibilities for funding and would prefer to bond but if South Valley Sewer District was the only one to do so they would pay with cash. He also stated that paying for maintenance on the line should be based on percentage of ownership.

Mr. Stoker stated their preference was also option 4. He further stated that their attorneys really don't want to try and enforce agreements from 1979 and would like to modernize the agreements. He said that the City of West Jordan has \$450,000 for a project this year, which if only the red areas on the map are addressed their portion of the cost would be around \$400,000. If the entire slip line was done they would have to pay for it over a couple of years.

Mr. White suggested a five year bond.

Mr. Stoker stated that they would not bond, but budget for the project.

Mr. Cowdell referenced Midvale City's flow in the trunk line and the historic interlocal agreements having concerns about changing the billing model.

Mr. Stoker stated that West Jordan is not using the full length of pipe either, only from 7800 South to the facility, and how does that effect responsibility for maintenance of the entire line.

Mr. Ludwig reiterating the complications of option 4 and asked how long this

process would take and would option 4 even be realistic if the project needed to be done in 2020.

The Board discussed the different possible formulas for sharing the cost.

Mr. Cowdell agreed transfer of ownership and terminating interlocal agreements is the most probable solution but the Board would have to agree on the billing model.

Mr. Stoker stated his people are making decisions based on the numbers presented and would not be happy if changes were made effecting those presented. He asked what the implications are using the existing agreements and the numbers presented, and then work over the next year to implement Option 4.

Mr. White suggested the transfer of ownership happen now based on the current numbers and then update the interlocal agreements going forward.

Mr. Cowdell said that legally interlocal agreements are terminated as part of the transfer of ownership. If the Board was in agreement with that SVWRF could move forward with the conveyance of property. He said that if directed by the Board he would draft a resolution to be presented to the entity's boards for their approval.

Mr. White stated that fixing the pipe is the priority and if everyone agrees on the numbers we should move forward, pay for the project, and then negotiate new agreements. Also His understanding is the current agreements are represented in the chart presented. He said they have another project they would like to roll in with the funding for this project.

Mr. Stoker said they would prefer to pay cash and would not bond if the amount is under their threshold.

The Board discussed the maintenance and liability concerns transfer of ownership would create.

The Board as a whole voiced in favor to move forward with Option 4 using the current agreements and numbers presented. No motion was made. No vote was taken.

Mr. Rawlings said SVWRF has had some discussions with Bond Counsel about the issue of ownership of the pipe and they stated ownership is a non-negotiable requirement for bonding.

Mr. Cowdell recommended that the General Manager talk to the permit writer and insurance carrier about the implication taking ownership of the trunk line and recommended action items be added to the agenda for next Board Meeting. He also asked for authorization to schedule a meeting with the entities attorneys to discuss the interlocal agreements.

Mr. Andersen dissented stating he would have to talk to their attorney first.

The Board agreed to Mr. Cowdell scheduling the meeting.

**DISCUSSION ON
VIDEO OF INFLUENT
VAULT AND PIPING
INTO HEADWORKS
AND SLIP LINING
PROJECT**

Mr. Florence joined the meeting and presented the findings from the Pro Pipe video done on the influent vault and piping, referring to the report emailed to the Board. He recommended that the pipe and junction box be reassessed in the next five years, stating that there is some aggregate exposed, but in general the pipe and structure are in good condition. He also stated that even though the pipe is in good condition it may make sense do the repairs along with the other slip-lining project. He further said If the Board waits to do it in another 5 to 10 years it will most likely cost more. He stated the anticipated cost to slip-line 74 feet of the 96 inch pipe was about \$250,000. For the concrete junction box he recommends a spray rock product which would cost about \$30,000. That price does not include bypass pumping which he estimates to be around \$30,000. He recommended that the Board budget approximately \$300,000 to do this part of the project.

Mr. Rawlings asked how difficult bypass pumping would be.

Mr. Florence stated that they wouldn't know until a flow analysis on the line was done. He estimated that the cost of the pumps alone would run around \$15,000 per week, but that doesn't include the labor to run and monitor them.

Mr. White stated that by-pass pumping could be more than the cost of the project.

Mr. Cowdell asked if anyone knew who owns the easements on the river bottoms trunk line and said that we would need to obtain legal descriptions for the conveyance of property.

Mr. White stated that he believed SVSD held those easements.

Mr. Florence said they could help identify those easements as well as provide the legal description.

Mr. Worthen stated that he is aware of three easements on the north line belonging to SVWRF. He then referred the Board to the Pro Pipe report stating the video shows infiltration both on the north interceptor and 60" west pipe which carries most of West Jordan's flow. He was concerned that this infiltration was much greater than expected. He further added his recommendation to do this repair now, saying it just makes sense with the economy of scales.

Mr. Florence stated that although the condition of the pipe is good now the off-gassing will increase in this area as the other part of the line is slip-lined, thus most likely accelerating the deterioration.

Mr. Worthen confirmed Mr. Florence's comments stating the sulfite bacteria

that are attacking the cement above the water line will increase in concentration after the slip lining, escalating the corrosion downstream.

Mr. Florence asked about procurement for this project.

Mr. Cowdell suggested that because the procurement process had already been completed by SVSD it may be possible to do a sole source or contract with SVSD, to take advantage of the cost savings, being the engineering has already been done. He further recommended that action items be added to the next Board Meeting Agenda to address this matter.

**DISCUSSION DRAFT
POLICY FOR USE OF
FACILITY VEHICLES**

Mr. Rawlings opened the discussion stating this is a draft policy for facility to address vehicle use and car allowance as requested by the Board.

Mr. Stoker asked about family members riding in facility vehicles and liability for accident or injury.

Mr. White suggested that the current insurance carrier be contacted to verify the coverage of family or other persons riding in company vehicle.

Mr. Powell said their policy allows personal use as part of his compensation, however his vehicle is unmarked.

Mr. White said there needs to be policy for incidental use. He further requested that policy state there be mandatory drug testing following an accident.

Mr. Cowdell suggested an alternative inclusion in salary rather than a separate pay line item for vehicle allowance.

Mr. Rawlings talked about Mr. Hunter using vehicle allowance to do work at other entities. The final policy will be presented at the next board meeting.

**DISCUSSION
CHANGES TO
MONTHLY FLOW AND
LOAD REPORT**

Mr. Worthen presented the current flow & load report asking if the Board would like any changes to the format and suggested adding a column representing a percentage of a fixed concentration.

The Board requested 125% capacity column be eliminated and a column for pounds per BOD capacity be added.

Facility capacity rating for future discussion

Mr. Stoker stated that West Jordan is seriously considering building a Membrane Bio Reactor (MBR) plant west of Mountain View Corridor which may substantially reduce the industrial constituent load from West Jordan on SVWRF.

**APPROVE CONSENT
CALENDAR**

The following items were included in the Consent Calendar:

- a. Ratify Check Registers: June 2019 and July 2019
- b. Approval of Minutes: June 19, 2019 Board Meeting and June 17, 2019

Work Meeting.

c. Next Board Meeting Date: September 18, 2019

Mr. Ludwig moved to approve the Consent Calendar. Mr. Andersen seconded the motion. All were in favor motion carried.

GENERAL MANAGER'S REPORT

Mr. Rawlings talked about the Lark Property disposition and successful 3rd Quarter WET testing. He said there is a conflict with the use of West Jordan's Grant funds and will most likely return them to the State.

Mr. White asked about the regulation of budget transfers requesting that large transfers have more oversight by the Board.

Mr. Cowdell suggested it be a future agenda item.

PROJECT UPDATES

Mr. Worthen presented updates to ongoing projects stating the Clarifier Project is ahead of schedule; The Laboratory Project is a bit behind schedule but issues are being resolved and the project is anticipated to finish close to original completion date; Project 5 will be starting; and Bioreactor 3 Grit Removal and Diffuser Replacement project is moving ahead.

CLOSED MEETING

Mr. Stoker moved to go into closed session to discuss strategy for the sale of real property. Mr. Ludwig seconded the motion.

Roll Call Vote was as follows:

<u>Mr. Andersen</u>	<u>"Aye"</u>
<u>Mr. Stoker</u>	<u>"Aye"</u>
<u>Mr. Ludwig</u>	<u>"Aye"</u>
<u>Mr. White</u>	<u>"Aye"</u>
<u>Vice Chairman Powell</u>	<u>"Aye"</u>

Vice Chairman Powell declared closed session was ended.

LONG TERM PLANNING

No long term planning.

OTHER BUSINESS

No other business was conducted.

ADJOURNMENT

Mr. Stoker moved to adjourn the meeting. Mr. Ludwig seconded the motion.

Meeting was adjourned at 3:14 p.m.

Brad Powell, Board Vice Chairman

Sherie K. Warner, Acting Clerk