

SOUTH VALLEY WATER RECLAMATION FACILITY

BOARD MEETING

Wednesday, November 20, 2024

7495 South 1300 West

West Jordan, Utah 84084

Attendance	Board Chairman	Glen Kennedy, Midvale City
	Board Member	Jared Syme, Midvalley Sewer District
	Board Member	Sandy Suburban Improvement District (excused)
	Board Member	David Murphy, City of West Jordan
	Board Member	Joel Thompson, Jordan Basin Improvement District
	Attorney for South Valley	Tracy S. Cowdell
	General Manager	Lee Rawlings
	Facility Engineer	Taigon Worthen
	Finance Director	Gary Dunn
	Facility Clerk	Belinda Patterson
	Alternate for Sandy Suburban Improvement District	Darren Andersen

Call to Order Chairman Kennedy called the meeting to order at 12:32 p.m. and welcomed those in attendance.

Roll Call Roll call vote was as follows:

Mr. Syme	“here”
Mr. Andersen	“here”
Mr. Murphy	“here”
Mr. Thompson	“here”
Chairman Kennedy	“here”

Ceremonies/ Presentations/Public Comments Chairman Kennedy opened the public hearing at 1:00 p.m. to hear public comment on the SVWRF 2025 proposed budget.

No one from the public appeared.

Chairman Kennedy closed the public hearing.

Summary of Changes to 2025 Proposed Budget Mr. Rawlings highlighted changes made to the 2025 proposed budget. Items talked about were as follows:

- Salary Adjustments
- 4D Floating Mixer Replacement
- Additional Contribution to HSA
- Actual Insurance Rate
- RHS Contribution Reductions
- 4D RM&A Contribution Elimination
- Liability Insurance Cancellation
- RM&A Rollover Reduction

Overall the proposed budget was reduced by \$170,000.

Resolution 11-20-2024(A) Adoption of the South Valley Water Reclamation Facility CY 2025 Budget

As of 10/31/2024 the 2024 budget for RM&A has approximately \$1,685,450 remaining. Staff requested that at the end of the year the RM&A fund balance in the 790 account be rolled over into the 750 account to be made available to complete projects scheduled for 2024.

The 750 account is RM&A money collected from previous years that is available for staff to complete scheduled projects. As of 10/31/2024 there is \$43,043 in the account. Staff is recommending this be moved to the RM&A PTIF Reserve account, which is used as an emergency fund.

Mr. Dunn added that these are maximum amounts. They will decrease throughout the rest of the year as the money is spent.

An updated 3-year RM&A schedule will also be included in the budget.

Mr. Thompson recommended incorporating additional funds for inflation costs for Capital Facility Plan budgeting purposes. It was suggested reviewing every three to five years based on inflation.

Mr. Thompson moved that the board approve Resolution 11-20-2024(A) adopting the South Valley Water Reclamation Facility calendar year 2025 budget as amended including an allowance of \$30,000 to amend and update the capital facility plan and authorize the chairman to sign the resolution. Mr. Murphy seconded the motion. Roll call vote was as follows:

<u>Mr. Syme</u>	<u>“yes”</u>
<u>Mr. Andersen</u>	<u>“yes”</u>
<u>Mr. Murphy</u>	<u>“yes”</u>
<u>Mr. Thompson</u>	<u>“yes”</u>
<u>Chairman Kennedy</u>	<u>“yes”</u>

All were in favor, motion carried.

Mr. Dunn will email the board an electronic version of the 2025 budget in PDF and excel formats.

Revision of SVWRF's Procurement Policy

Mr. Rawlings recommended increasing purchasing thresholds for small and large construction contracts, small and large change orders and small and large equipment purchases, which the general manager is authorized to approve. Currently, the limits are between \$50,000 - \$60,000. Staff is requesting those limits be increased to \$100,000 - \$150,000. He also suggested re writing certain sections to make the procurement policy more user friendly, less confusing.

He asked the board if they were comfortable with the higher dollar amounts. Mr. Thompson asked if these proposed amounts match the Utah Procurement Code. Mr. Rawlings and Mr. Cowdell will confirm that.

Staff will bring this item back to the board next month.

Consent Calendar

Items included on the consent calendar are as follows:

- Ratify Check Register: October 2024

- Approval of Minutes: October 16, 2024 Board Meeting
- Next Board Meeting Date: December 18, 2024 at 10:30 a.m. followed by board Christmas lunch.

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

General Manager Report

Mr. Rawlings stated that permits have been closed with Solids Waste and Radiation Control and the Salt Lake County Health Department concerning the Lark site. Mr. Cowdell will be setting up a meeting with Mr. Rawlings and Mr. Young to finalize the pending agreement.

Project Updates

Mr. Worthen gave a brief update on the following projects:

- VFD Replacement Project - Substantial completion has been granted. Punch list was issued to Skyline Electric. The majority of that punch list has been completed.
- MCC Project – Still working on finalizing the agreement. A third party will be contacted to assist with the non-conformity issues in the bid. If successful, the agreement will be brought back to the board. Second part of the MCC Project will be replacing power control relays for incoming power. Engineers are reviewing this piece and we will be going out for bid very soon.
- Technical Advisory committee met yesterday to discuss a couple of future projects. Process improvements in Bioreactor #5 and Replacing UV Disinfection equipment with more modern equipment. Mr. Thompson suggested involving Utah Power for possible rebates. Mr. Worthen responded that staff has already been working with them.

Closed Meeting

There was no closed meeting.

Other Business

Mr. Thompson asked if there was any update on the new board attorney. Mr. Cowdell responded that Mr. Richards has given his notice but still on the bench as they have not yet hired his replacement.

Adjournment

Chairman Kennedy adjourned the meeting at 1:15 p.m.

Glen Kennedy, Board Chairman

Belinda Patterson, Facility Clerk