

**SOUTH VALLEY WATER RECLAMATION FACILITY  
BOARD MEETING  
Wednesday, December 17, 2025  
7495 South 1300 West  
West Jordan, Utah 84084**

<b>Attendance</b>	Board Vice-Chairman	Joel Thompson, Jordan Basin Improvement District
	Board Member	Jared Syme, Midvalley Sewer District
	Board Member	Tracy Cowdell, Sandy Suburban Improvement District
	Board Member	Dave Murphy, City of West Jordan
	Board Member	Branden Anderson, Midvale City
	General Manager	Lee Rawlings
	Facility Engineer	Taigon Worthen
	Facility Clerk(s)	Joshua Lawrence/Belinda Patterson
	Attorney for South Valley	Ryan Richards
	Finance Director	Gary Dunn

**Call to Order** Vice-Chairman Thompson called the meeting to order at 10:44 a.m. and welcomed those in attendance.

**Roll Call** Roll call vote as follows:

Mr. Cowdell	“here”
Mr. Syme	“here”
Mr. Murphy	“here”
Mr. Anderson	“here”
Vice-Chairman Thompson	“here”

**Ceremonies/Presentations /Public Comments** No ceremonies, presentations, or public comments.

**Board Elections** Mr. Richards provided each Board member with a ballot to elect a Board Chairman for the years 2026 and 2027. The ballots indicated Mr. Joel Thompson has been elected as Board Chairman.

Mr. Richards provided each Board member with a ballot to elect a Board Vice Chairman for the years 2026 and 2027. The ballots indicated Mr. Jared Syme has been elected as Board Vice Chairman.

**Resolution 12/17/2025(A) End of Year Budget Adjustments** Mr. Dunn discussed the budget adjustments for the year 2025. Vice-Chairman Thompson inquired about the line item for overtime, considering December's usual overtime. Mr. Dunn explained that employees are utilizing their vacation before the new year causing overtime need. No other items were discussed.

**Mr. Cowdell moved that the board approve Resolution 12/17/2025(A) adopting the End of Year Budget Adjustment. Branden seconded the motion. Role call vote as follows.**

<u>Mr. Cowdell</u>	<u>“yes”</u>
<u>Mr. Syme</u>	<u>“yes”</u>
<u>Mr. Murphy</u>	<u>“yes”</u>
<u>Mr. Anderson</u>	<u>“yes”</u>
<u>Vice-Chairman Thompson</u>	<u>“yes”</u>

**All were in favor, motion carried.**

**Resolution 12/17/2025(B)  
Approve South Valley  
WRF Check Signers**

Mr. Rawlings explained the need to update the check signers due to staff changes over the years, and a resolution needs to be presented to the bank. No other questions or discussion.

<u>Mr. Cowdell</u>	<u>“yes”</u>
<u>Mr. Syme</u>	<u>“yes”</u>
<u>Mr. Murphy</u>	<u>“yes”</u>
<u>Mr. Anderson</u>	<u>“yes”</u>
<u>Vice-Chairman Thompson</u>	<u>“yes”</u>

**All were in favor, motion carried.**

**Adopt 2026 Board  
Meeting Calendar**

Mr. Rawlings presented the proposed 2026 Board meeting schedule, with the meetings on the third Wednesday of each month. Mr. Cowdell confirmed that the schedule will be published on the appropriate notice websites.

**Mr. Anderson moved that the board approve the proposed 2026 board meeting schedule and Mr. Cowdell seconded the motion. All were in favor, motion carried**

**Approve Pretreatment  
Write-Offs for 2025**

Mr. Rawlings explained the write-offs for uncollectible debt, mentioning businesses that closed in 2023. Mr. Syme inquired about recouping the funds. Mr. Rawlings explained that due to businesses closing, SVWRF cannot recoup the funds.

**Mr. Murphy moved that the board approve the general manager’s recommendation to write off the debt for the accounts listed in the letter from Express Recovery Services for a total of \$5,369.14. Mr. Anderson seconded the motion. All were in favor, motion carried.**

**Approve Annual Fraud  
Report Card**

Mr. Dunn presented the Annual Fraud Credit Report Card which is required by the state, noting improvements from the Annual Ethics Pledge and SVWRF still remains in the Low-Risk category of the report card. Mr. Cowdell asked about putting together a risk committee, which Mr. Dunn states that the board serves as the unofficial committee.

**Mr. Cowdell moved that the board approve the fraud risk assessment. Mr. Anderson seconded the motion. All were in favor, motion carried.**

**Replacement of Clarifier Gate**

Vice-Chairman Thompson tabled this discussion for a later time.

**Approve Surplus Two Waste Activated Sludge Pumps**

Mr. Worthen discussed two gravity thickener pumps that SVWRF have had no need for years and recommended they be put on the public surplus site. Mr. Thompson asked if there are any spare parts usable, to which Mr. Worthen explained that there were not.

**Mr. Murphy moved that the board approve the surplus sale of the two waste activated sludge pumps and direct staff to dispose of them as described. Mr. Syme seconded the motion. All were in favor, motion carried.**

**Draft Agreement for North Interceptor, Siphon and C2 Pipeline to 700 West**

Mr. Richards presented the draft resolution agreement for the North interceptor, patterned after the South interceptor. Mr. Richards spoke on the fairness and equitability of the agreement, for all the entities involved and the next steps for the agreement is to reach out to the attorneys of each entity for review. Mr. Syme recommends including the correct name and history of their district in the agreement.

Mr. Cowdell shared the history behind the interceptors and liked the idea that SVWRF should take ownership. Mr. Cowdell recommended looking at the North and South interceptors' formulas for billing and codifying them in the new interlock agreement information. No other discussion took place.

Vice-Chairman Thompson stated that no action taken now, but for Mr. Richards to make the necessary adjustments discussed and proceed with next steps of the agreement.

**Consent Calendar**

Items included on the consent calendar are as follows:

- Check Register: November 2025
- Approval of Minutes: November 19, 2025
- Next Board Meeting Date: January 21, 2026

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

**General Manager Report**

Mr. Rawlings discussed the need for an additional carbon source for biological phosphorus removal due to higher levels reported than the permit allots. Mr. Rawlings stated SVWRF is waiting for pricing from Thatcher and Vice-Chairman Thompson made recommendations on other possible vendors.

**Project Updates**

Mr. Worthen provided updates on the cathodic protection work and painting project, confirming minor ongoing work through January 2026.

The board discussed the bio filter media and its performance, with no significant issues reported.

**Closed Meeting**

No closed meeting.

**Other Business**

Mr. Rawlings inquired, from the board, on updates to the current vacation policy at SVWRF. Discussion ensued on the current vacation policy, with suggestions for a more structured approach if changes are made. Mr. Rawlings agreed to study the policy and bring any recommendations to the board.

The board discussed their appreciation to Mrs. Patterson for the years of dedicated services to SVWRF. The board shared how much she will be missed and acknowledge that SVWRF has run smoothly during her tenure. The board officially thanks Mrs. Patterson for her hard work.

**Adjournment**

**Vice-Chairman Thompson adjourn the meeting at 11:30 AM.**

---

Joel Thompson  
Board Vice-Chairman

---

Joshua Lawrence  
Facility Clerk

---