

**SOUTH VALLEY WATER RECLAMATION FACILITY**

**BOARD MEETING**

Wednesday, December 18, 2024

7495 South 1300 West

West Jordan, Utah 84084

<b>Attendance</b>	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

**Call to Order** Chairman Kennedy called the meeting to order at 10:40 a.m. and welcomed those in attendance.

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

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

**Ceremonies/  
Presentations/Public  
Comments** None

**Resolution 12-18-2024(A) Approve Year End Transfers in 2024 Budget** Mr. Dunn presented a list of line items overspent, along with proposed line items having excess funds, which can be transferred to the overspent line items.

**Mr. Murphy moved that the board approve Resolution 12-18-2024(A) approving the adjustments to the 2024 annual budget as shown in Exhibit A. Mr. Syme seconded the motion. All were in favor, motion carried.**

**Approve Board Meeting Schedule 2025** **Mr. Thompson moved to approve the proposed schedule for the South Valley Water Reclamation Facility Board Meetings for the calendar year 2025. Mr. Murphy seconded the motion. All were in favor, motion carried.**

**Approve Annual Fraud Score Card 2024** Each year the State Auditor’s office sends out a Fraud Risk Assessment to local governments across the state. South Valley Water Reclamation Facility’s score for 2024 is 325, which is in the low risk category.

Mr. Murphy referred to question number 4 which talks about ethics. He suggested each year have employees sign something concerning ethics which would then raise the fraud assessment score or risk level. Mr. Rawlings responded that staff will look in to that.

**Mr. Syme moved that the board approve the Fraud Risk Assessment for 2024 as presented. Mr. Murphy seconded the motion. All were in favor, motion carried.**

**Approve Purchase and Installation of Replacement Relays in Blower Building #3 as a Sole Source for SEL**

The SVWRF's Relay Protection Equipment is included in the Capital Facility Plan as needing replacement due to poor condition, age, and lack of reliability. The board approved Carollo Engineers to develop plans and specification for replacement of several motor control centers and electrical equipment pertaining to that.

Mr. Worthen reported that staff advertised with the intent to sole source with SEL Engineering Services, Inc. Responses were received from GEXPRO and Crescent Electric Supply. Staff explained the details of the equipment to be purchased to both vendors and both were satisfied and no additional correspondence was received.

SEL Engineering made several visits to the facility as they developed their proposal to ensure accuracy. The dollars are within budget.

**Mr. Murphy moved that the board approve the purchase of Relay Protective Equipment from SEL Engineering, Inc. in the amount of \$435,385 and authorize the general manager to issue a purchase order for the quoted equipment. Mr. Syme seconded the motion. All were in favor, motion carried.**

**Resolution 12-18-2024(B) Approve Second Amendment to Purchase Exchange Agreement**

Mr. Rawlings presented a second amendment to the original Purchase Exchange Agreement approved March 18, 2020.

All of the Lark property will be transferred over to SOJO118 when the agreement is signed. The east parcel, roughly half of the property, is available to be developed immediately. The west parcel will be placed under a restrictive covenant which will remain in place until the new administration building is complete and SVWRF has received an occupancy permit.

There is a caveat in the agreement that stipulates should UDOT and/or South Jordan want to develop property they are currently in the process of acquiring in the West Parcel, they would be allowed to develop up to 15-acre portions before the restrictive covenant is removed.

Mr. Cowdell reminded the board that there is \$270,000 currently being held in escrow to be used to furnish the new administration building.

**Mr. Thompson moved that the board approve Resolution 12-18-2024(B) Second Amendment to the Property Remediation and Exchange Agreement and direct the chairman to sign the agreement and other required documents. Mr. Murphy seconded the motion. Roll call vote was as follows:**

Mr. Syme "yes"  
Mr. Murphy "yes"  
Mr. Thompson "yes"  
Chairman Kennedy "yes"  
All were in favor, motion carried.

**Resolution 12-18-2024(C) Revision of SVWRF's Procurement Policy**

Mr. Rawlings presented revisions made to the current SVWRF Procurement Policy. Section V Small Purchases was modified to comply with the values shown in R33 Government Operations, Purchasing and General Services which shows an effective date of April 1, 2022. The threshold dollar amount was increased from \$50,000 to \$100,000. Also, Section V-D was added, titled Small Purchases Threshold for Construction Projects Using an Approved Vendors List.

Mr. Murphy moved that the board approve Resolution 12-18-2024(C) the Revision of SVWRF's Procurement Policy and Procedures Manual as presented. Mr. Syme seconded the motion. All were in favor, motion carried.

**Consent Calendar**

Items included on the consent calendar are as follows:

- Ratify Check Register: November 2024
- Approval of Minutes: November 20, 2024 Board Meeting
- Next Board Meeting Date: January 15, 2025

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

**General Manager Report**

There was no additional discussion.

**Project Updates**

Mr. Worthen gave a brief update on the Motor Control Center (MCC) Project. He estimated the project could go out to November 2025. Construction documents are 90% complete.

**Closed Meeting**

There was no closed meeting.

**Other Business**

Mr. Kennedy asked if there was any news on the new attorney possibly replacing Mr. Cowdell. Mr. Cowdell said that Mr. Ryan Richards will not be available until 2025.

Mr. Worthen reported that beginning January 13, northbound traffic along 1300 West, from 7000 South to 7800 South, will be closed until August, 2025 due to an Enbridge Gas pipeline project.

**Adjournment**

Chairman Kennedy adjourned the meeting at 11:12 a.m.

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Glen Kennedy, Board Chairman

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Belinda Patterson, Facility Clerk