

MINUTES OF THE MEETING OF THE TRUSTEES  
OF THE CENTRAL WEBER SEWER IMPROVEMENT DISTRICT  
HELD MONDAY, MAY 16, 2022, AT THE DISTRICT OFFICE  
LOCATED AT 2618 WEST PIONEER ROAD, MARRIOTT-SLATERVILLE, UTAH.

**Trustees Present:** Mark Allen, Neal Berube, Bart Blair, Josh Blazzard, Leonard Call, Rich Hyer, Scott Jenkins, Braden Mitchell, Russ Porter, Michelle Tait, Scott Van Leeuwen, and Rob Vanderwood.

**Trustees Excused:** Mike Caldwell, Dale Fowers, and Rod Westbroek

**Others Present:** Kevin Hall, John Cardon, Mark Anderson, Shawn Wilson, James Dixon, Ryan Bench, Jeff Beckman, Clay Marriott, Ryan Child, Kevin Draper, Cole Tubbs, Lance Smith, Richard Whittaker, Chet Cloward, and Allene Cloward.

**Call to Order:**

The meeting was called to order at 5:00 p.m. by Chairman Allen.

The Pledge of Allegiance was led by Trustee Hyer.

The invocation was offered by Trustee Tait.

**Public Comment:**

Kevin Hall recognized employees who attended the WEAU (Water Environment Association of Utah) Conference in April and competed as the Central Weber Operations Challenge Team: Kevin Draper, Cole Tubbs, Lance Smith, and Richard Whittaker. The team finished third in the competition. Mr. Hall also presented a WEAU award recognizing Chet Cloward as the Outstanding Maintenance Specialist in the State of Utah.

**Minutes of April 18, 2022 Board Meeting Approval:**

It was moved by Trustee Hyer and seconded by Trustee Tait as follows:

**That the April 18, 2022 Board meeting minutes be approved as presented.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

**Ratification of Vouchers:**

John Cardon advised the Trustees that four payments were issued during the month of April that required and received Board approval prior to payment.

- An ACH payment was made to Carollo for the UV (ultraviolet light) Disinfection System Design in the amount of \$142,445.16.
- An ACH payment was made to Carollo for Expansion Project Phase II Engineering in the amount of \$88,644.25.
- A check was paid to C & L Water Solutions for work completed on the Hooper Pipeline Rehab Project in the amount of \$381,228.52.

- A check was paid to the Bank of Utah for retainage on the Hooper Pipeline Rehab Project in the amount of \$20,064.66.

The April 2022 Check Register, which is a list of all payments made by the District during the month, was distributed to the Trustees for review prior to the Board meeting. Mr. Cardon recommended that the Board ratify the Check Register in the total amount of \$2,162,747.20. It was moved by Trustee Jenkins and seconded by Trustee Porter as follows:

**That the April 2022 Check Register be ratified and approved in the total amount of \$2,162,747.20.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

### **Consideration of Pay Requests & Equipment Purchases:**

James Dixon presented payment requests for consideration by the Board:

- American Roofing requested a payment of \$58,231.00 for work on the Lab building roof replacement. The job is complete.

Mr. Dixon recommended approval of the American Roofing payment request. Trustee Hyer asked why the payment request is approved after the work has already been completed. Kevin Hall responded that the Board approved the American Roofing contract during the March Board meeting and explained that the Board was being asked to approve a payment that is required by the contract. Mark Anderson agreed to research the District's Policy to determine whether a Board approval of contractually required payments is necessary. Staff will consider the presentation of payment applications as an informative report to the Board, without requiring Board consideration of each payment request, if the Board already approved the underlying contract.

It was moved by Trustee Mitchell and seconded by Trustee Hyer as follows:

**That the payment request submitted by American Roofing be approved for payment as presented in the total amount of \$58,231.00.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

- VanCon, Inc. requested a payment of \$367,000.00, less a 5% retainage of \$18,350.00, for repair work on the secondary clarifier.

Mr. Dixon recommended approval of the VanCon payment request for repair work on the secondary clarifier in the net amount of \$348,650.00.

It was moved by Trustee Call and seconded by Trustee Porter as follows:

**That the VanCon, Inc. payment request be approved for payment as presented in the total amount of 367,000.00, less a 5% retainage.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

**Report on Audit Committee Meeting (including 2021 Audit Report and Review and Consideration of the 2023 Tentative Budget):**

Trustee Berube, who Chairs the Audit Committee, advised the Board that the Audit Committee met and reviewed the Audit Report on May 10, 2022. The auditor, Amy Davies, was present during the Committee meeting and advised the Committee that she found no issues respecting the District's finances. Ryan Child, representing the Child Richards audit firm in Amy Davies' absence, offered to answer questions respecting the audit. None of the Trustees had any questions for Mr. Child. Trustee Berube recommended approval of the Independent Auditor's Report prepared by Child Richards.

It was moved by Trustee Jenkins and seconded by Trustee Porter as follows:

**That the 2021 Audit Report be approved.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

Trustee Berube reported that the Audit/Finance Committee thoroughly reviewed the 2023 Tentative Budget, and recommended one addition to the Tentative Budget. In Payroll and Benefits, under Miscellaneous Expense, the Committee added \$120,000.00 for a mid-year adjustment to payroll and benefits as a hedge against inflation. Before this money can be used, the intended use would be reviewed and approved by the full Board. John Cardon asked the Trustees if they had any questions about the Tentative Budget. There were no questions.

Trustee Berube recommended tentative approval of the 2023 Tentative Budget.

It was moved by Trustee Hyer and seconded by Trustee Call as follows:

**That the 2023 Tentative Budget be tentatively adopted as presented.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

**Set a Public Hearing to Consider the Approval of the 2023 Budget:**

It was moved by Trustee Jenkins and seconded by Trustee Van Leeuwen as follows:

**That a public hearing be held on June 20, 2022, starting at 6:00 p.m., to discuss and receive public comments on the 2023 Tentative Budget.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blair, Blazzard, Call, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

(Staff will advise the Board if it is advisable to change the start time of the regular Board meeting that will be held on the same night from 5:00 p.m. to 5:30 p.m.)

**Possible Closed Meeting Concerning Pending & Threatened Litigation, Purchase of Real Property and/or Personnel Issues:**

There was no need to go into a closed meeting.

**General Manager:**

Kevin Hall invited the Trustees to the Central Weber summer BBQ on June 23 at 6:00 p.m. at Marriott-Slaterville Park. Mr. Hall also brought up a comment that was made by Trustee Berube during the last Board meeting concerning reducing infiltration into the collection system. Mr. Hall advised the Board that a Master Plan is underway, including a temporary flow meter study. The engineering firm developing the Master Plan will advise the District regarding the feasibility of installing permanent meters to track individual flows from the District’s wholesale customers. This information will be presented to the Board at a future date for potential action.

**Attorney:**

Mr. Anderson had nothing to add.

**Other Business:**

Trustee Tait asked Mark Anderson about House Bill 439 concerning tabular voting. Mr. Anderson responded that the requirement only applies to elected public bodies, and does not apply to Central Weber Board meetings because the Trustees are appointed, not elected, to the Board.

**Adjournment:**

There being no further business to come before the Board, it was moved by Trustee Van Leeuwen and seconded by Trustee Vanderwood as follows:

**That the Board meeting be adjourned.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Blazzard, Blair, Call, Fowers, Hyer, Mitchell, Porter, Tait, Van Leeuwen, and Vanderwood.

Chairman Allen declared the meeting to be adjourned at 5:45pm.

Approved by the Board of Trustees of the Central Weber Sewer Improvement District on the 20th day of June, 2022.

\_\_\_\_\_  
Mark C. Allen, Chairman

ATTEST:

\_\_\_\_\_  
John Cardon, Clerk