

MINUTES OF THE MEETING OF THE TRUSTEES  
OF THE CENTRAL WEBER SEWER IMPROVEMENT DISTRICT  
HELD MONDAY, JULY 11, 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, Dale Fowers, Rich Hyer, Scott Jenkins, Braden Mitchell, Russ Porter, Michelle Tait, Scott Van Leeuwen, Rob Vanderwood, and Rod Westbroek.

**Trustee Excused:** Mike Caldwell

**Others Present:** Kevin Hall, John Cardon, Shawn Wilson, James Dixon, Paige Spencer and Ryan Bench.

**Others Excused:** Mark Anderson

**Call to Order**

The meeting was called to order at 5:02 p.m. by Chairman Allen.

The Pledge of Allegiance was led by Trustee Blazzard.

The invocation was offered by Trustee Fowers.

**Public Comment:**

There were no public comments.

**Minutes of June 20, 2022 Board Meeting Approval:**

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

**That the June 20, 2022 Board meeting minutes be approved as presented.**

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

**Ratification of Vouchers:**

John Cardon noted that the June 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 \$1,971,146.33.

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

**That the June 2022 Check Register be ratified and approved in the total amount of \$1,971,146.33.**

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

**Monthly Financial Progress of Major Capital Projects:**

James Dixon presented a monthly update on the financial progress of major capital projects. The District has paid \$913,906.85 to C&L Water Solutions for work completed on the Hooper Pipe Rehab Project. The total contract price for the Project is \$4,334,845.00. The Project is 21.08% financially complete, and no new bill had been received since the last update.

**Consideration of Phase II Expansion Project & UV Disinfection System Bids:**

James Dixon reminded the Board that Central Weber previously selected Carollo Engineers to design the Phase II Bioreactor Expansion Project. The design for this Project was completed during the Spring of 2022 and includes the following components:

- Construction of 2 new aeration basins
- Construction of 2 new secondary clarifiers
- Conversion of the chlorine disinfection system to UV (ultraviolet light) disinfection
- Addition of 1 new influent pump
- Addition of 1 new aeration blower

Trustee Jenkins arrived during the discussion of the Project components.

Due to the specialization associated with this construction, contractors were prequalified. The prequalified contractors were presented to the Trustees during the January 2022 Board meeting.

Three of the prequalified general contractors submitted bids, which were opened on June 28, 2022. The bids were evaluated based on responsiveness and cost. The results are as follows:

Contractor	Bid
Alder Construction	\$102,141,887
<b>Gerber Construction</b>	<b>\$87,599,747</b>
RSCI	\$95,602,964
<i>Engineer's Estimate</i>	<i>\$98,961,000</i>

After a review of the bids by Carollo Engineers and District staff, management recommend that the Board award the Phase II Bioreactor Expansion Project Construction Contract to Gerber Construction in the amount of \$87,599,747. This price, and any change orders and engineering fees, are expected to fall within the currently budgeted cost for the Project.

The Trustees and staff discussed a time completion requirement in the contract, long term capital plans, and change orders.

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

**That the Phase II Bioreactor Expansion Project, including a UV Disinfection System, contract be awarded to Gerber Construction in the amount of \$87,599,747.**

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

**Consideration of Agreement and Task Order for Engineering Services  
- Phase II & UV Project:**

James Dixon provided additional background information on the Project that will be constructed by Gerber Construction.

During the summer of 2020, Carollo Engineers was tasked with the design and bidding services for the Phase II Bioreactor Expansion Project. The conversion from chlorine disinfection to UV light disinfection was added to the design scope of work. The design includes multiple large structures, which will take several years to construct. Due to the specialized nature of the construction and the size of the project, it is highly desirable for the District to task the design engineers with providing construction management services (CM).

Staff has negotiated a scope of work and fee with Carollo Engineers for CM. It is worth noting that Carollo has consistently been under budget on all of Carollo's projects for the District, and that the Phase II and UV Project design is no exception. The remaining funds left over from the design Task Order will be rolled into the CM Task Order to help control expenses to be paid by the District.

Carollo Engineers and CWSID have a current Master Services Agreement. Draft Task Order 2022-001 for CM services was developed through negotiations. The Task Order includes a scope of work and budgeted cost of not to exceed \$5,391,960. Staff has reviewed the Master Services Agreement and Task Order 2022-001, and recommended approval of Task Order 2022-001, with an expenditure of not to exceed \$5,391,960.

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

**That the Carollo Engineers Master Services Agreement be continued and that Task Order 2022-001, detailing construction management services with an expenditure of not to exceed \$5,391,960.00, be approved.**

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

**Certification of Annexation/Withdrawal Petitions:**

There were no petitions to be considered by the Board.

**Consideration of Annexation Approvals:**

Kevin Hall presented the following Landowner Annexation approvals to the Board:

Resolution 2022-13 - Buffalo Run Subdivision, a 19 acre residential development in Weber County.

Resolution 2022-14 - Terakee Farms Phase 1, a 152 acre residential development in Weber County.

Resolution 2022-15 - Weber School District High School on 52 acres in Weber County.

Resolution 2022-16 - Weber School District Elementary School on 20 acres in Weber County.

Resolution 2022-17 - a 1 acre residential lot in Weber County petitioned by Cynthia White.

Trustee Call asked about impact fees for the new Weber School District high school and elementary school. Due to new legislation, the Trustees requested that legal advice be obtained from Mark Anderson before Central Weber annexes the School District properties. Mr. Anderson was not present at the meeting, so the Trustees asked Kevin Hall to research the implications of the new law and ask for Mr. Anderson's review before the next Board meeting.

The Board decided to postpone voting on Resolutions 2022-15 and 2022-16 until next month.

Trustee Jenkins asked if staff could provide maps showing where the annexation areas are located. Kevin Hall agreed to add annexation maps to future Board meeting packets.

Trustee Vanderwood arrived at the meeting.

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

**That Resolution 2022-13, Resolution 2022-14, and Resolution 2022-17 be adopted and approved, thereby approving the respective annexations.**

The motion carried, by a roll call vote, with Trustees Allen, Berube, Blair, Blazzard, Call, Fowers, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, Vanderwood and Westbroek voting in the affirmative.

**Consideration of 2022 Fraud Risk Assessment Report:**

John Cardon presented the 2022 Fraud Risk Assessment Report for the 6-month partial year that was completed on June 30<sup>th</sup>. This is the third year that a Fraud Risk Assessment has been required. Previous scoring history was reported as follows: 2020 – 305 points, 2021 – 325 points, and 2022 – 355 points. The additional 30 points were earned by adopting a credit purchase card policy and a cash receipt policy, and establishing an audit committee. Mr. Cardon recommended that the Board approve the 2022 Fraud Risk Assessment Report.

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

**That the 2022 Fraud Risk Assessment Report be approved.**

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

**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 explained that the financial outlook is coming into focus with the Project bid that was awarded tonight, which is a significant component of the District's 5 year financial plan. It will be beneficial for the Finance Committee to meet around November of this year, revisit the financial plan, and project out a new 5 year financial plan.

**Attorney:**

Mark Anderson was not in attendance.

**Other Business:**

There was no other business to be considered by the Board.

**Adjournment:**

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

**That the Board meeting be adjourned.**

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

Chairman Allen declared the meeting to be adjourned at 5:32 p.m.

Approved by the Board of Trustees of the Central Weber Sewer Improvement District on the 15th day of August, 2022.

---

Mark C. Allen, Chairman

ATTEST:

---

John Cardon, Clerk