

MINUTES OF THE MEETING OF THE TRUSTEES  
OF THE CENTRAL WEBER SEWER IMPROVEMENT DISTRICT  
HELD MONDAY, MARCH 21, 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, Mark Anderson, Shawn Wilson, James Dixon, Ryan Bench, and Clay Marriott

**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 Vanderwood.

The invocation was offered by Trustee Call.

**Public Comment:**

Chairman Allen asked the following to introduce themselves:

Clay Marriott – Construction Manager  
Ryan Bench – Carollo Engineering  
Shawn Wilson – Plant Superintendent

Trustee Hyer offered to reconsider his vote from the last meeting if the Board would like to go into a closed session to discuss property values associated with a potential sale of real property. The Trustees appreciated the offer, but no one had an interest in reviewing the property values.

**Minutes of February 28, 2022 Board Meeting Approval:**

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

**That the February 28, 2022 Board meeting minutes be approved as presented.**

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.

**Ratification of Vouchers:**

John Cardon advised the Trustees that no payments were made during the month of February that required Board approval prior to payment. He also reminded the Trustees that the Check Register, which is an itemized list of all payments made during February, 2022, had been provided for their review. He recommended that the Board ratify the Check Register in the total amount of \$1,346,815.45.

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

**That the February 2022 Check Register be ratified in the total amount of \$1,346,815.45.**

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.

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

James Dixon presented payment requests for consideration by the Board:

1. Carollo Engineers, Inc. requested a payment of \$230,926.89 for design work on the Phase II Expansion Project, which is a large upcoming construction project that is necessary to achieve compliance with state and EPA requirements.

Mr. Dixon recommended approval of the Carollo Engineers payment request.

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

**That the payment request submitted by Carollo Engineers, Inc. be approved for payment as presented in the total amount of \$230,926.89.**

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.

2. Nelson Brothers Construction requested a payment of \$142,078.24 for work on the Drying Bed Rehab Project. Of the total amount, \$7,103.91 (5%) is to be deposited into an interest-bearing retainage account, resulting in a net payment to Nelson Brothers Construction of \$134,974.33.

Mr. Dixon recommended approval of the Nelson Brothers Construction payment request.

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

**That the Nelson Brothers Construction payment request be approved for payment as presented in the total amount of \$142,078.24, less a 5% retainage.**

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.

3. C & L Water Solutions requested a payment of \$205,568.20 for work on the Hooper Pipe Rehab Project. Of the total amount, \$10,278.42 (5%) is to be deposited into an interest-bearing retainage account, resulting in a net payment to C & L Water Solutions of \$195,289.78.

Mr. Dixon recommended approval of the C & L Water Solutions payment request. It was moved by Trustee Call and seconded by Trustee Jenkins as follows:

**That the payment request from C & L Water Solutions be approved for payment as presented for work completed on the Hooper Pipe Rehab Project in the total amount of \$205,568.20, less a 5% retainage.**

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.

**Certification of Annexation/Withdrawal Petitions:**

Mr. Hall advised the Trustees that one annexation petition was being presented to the Board for certification:

- 33 acres located in Marriott-Slaterville containing 23 existing residences that were not previously annexed.

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

**That the annexation petition be certified.**

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.

**Consideration of Annexation Approvals:**

Kevin Hall explained that four annexations were ready for Board consideration. The annexation petitions were previously certified by the Board. Mr. Hall recommended approval of the annexations:

**a. Resolution 2022-05 – Neal Berube Annexation.**

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

**That Resolution 2022-05 be adopted, thereby approving the annexation of the subject real property into the District.**

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

**b. Resolution 2022-06 – Alan Franke Annexation.**

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

**That Resolution 2022-06 be adopted, thereby approving the annexation of the subject real property into the District.**

The motion carried by 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.

**c. Resolution 2022-07 – John Gibson Annexation.**

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

**That Resolution 2022-07 be adopted, thereby approving the annexation of the subject real property into the District.**

The motion carried by 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.

**d. Resolution 2022-08 – Weber Vista Annexation**

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

**That Resolution 2022-08 be adopted, thereby approving the annexation of the subject real property into the District.**

The motion carried by 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 Resolution 2022-09: Approving Audit Committee Charter:**

Kevin Hall advised the Trustees that the Audit Committee has favorably reviewed the Audit Committee Charter. During the December Board meeting, the Fraud Risk Assessment was presented for Board approval. It was suggested at that time that the District form an Audit Committee, which would provide 20 additional points on future Fraud Risk Assessments. The Finance Committee developed the Charter, and recommended that the Charter be adopted by the Board and that the members of the Finance Committee constitute the District's Audit Committee. The Chairman of the Audit Committee will be responsible to sign the yearly audit engagement letter. The District has received the audit engagement letter, and management recommended approval of the Audit Committee Charter so the engagement letter can be signed. Mark Anderson prepared Resolution 2022-09, the adoption of which will approve the Audit Committee Charter.

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

**That Resolution 2022-09, which approves the Audit Committee Charter, be adopted as presented.**

The motion carried by 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.

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

Trustee Tait thanked Trustee Hyer for offering to reconsidering his vote against going into closed session to discuss property values during the last Board meeting. Trustee Hyer apologized again for the effect of his vote during the February Board meeting. A closed meeting was not necessary.

**General Manager:**

Kevin Hall requested a meeting of the Personnel Committee and asked the members of the Committee to coordinate a meeting time.

Mr. Hall updated the Board on the possibility of a joint project with the Weber Basin Water Conservancy District (WBWCD). Mr. Hall provided background information on the water reuse project for the newer Trustees. WBWCD completed a pilot study last year, but was unable to procure project funding in time to participate in the District's upcoming treatment plant expansion. Consequently, WBWCD has decided to pursue the tertiary treatment option, which puts the entire financial burden on WBWCD to build and operate such a facility. Mr. Hall

explained that WBWCD has a desire for Central Weber to operate the facility, and WBWCD would reimburse the operating costs. During the discussion, some Trustees indicated that the District might be reluctant to commit to such an agreement, but that it would be considered.

Mr. Hall updated the Trustees concerning the proposal to provide sanitary sewer service to western Weber County and reported that Weber County received a smaller portion of ARPA funds for the project than was anticipated. Trustee Jenkins confirmed Mr. Hall's statement and provided information concerning the need to coordinate with the Little Mountain Service Area (LMSA), which has sanitary sewer service jurisdiction over the area. The status report anticipated in April, and potentially moving forward with the engineering and design of sanitary sewer facilities to serve western Weber County, will be postponed until further notice.

**Attorney:**

Mark Anderson reported that the recently completed 2022 General Session of the Utah Legislature went well, insofar as local districts such as Central Weber and special service districts are concerned.

**Other Business:**

There was no other business.

**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, Blazzard, Blair, Call, Fowers, Hyer, Jenkins, Mitchell, Porter, Tait, Van Leeuwen, Vanderwood, and Westbroek.

Chairman Allen declared the meeting to be adjourned at 5:47 p.m.

Approved by the Board of Trustees of the Central Weber Sewer Improvement District on the 18th day of April, 2022.

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Mark C. Allen, Chairman

ATTEST:

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John Cardon, Clerk