

BOARD OF TRUSTEES MEETING MINUTES

May 17, 2021
5:00 p.m.

The meeting is open to the public but will be conducted electronically using Microsoft Teams

For information on how to connect to the meeting, please call 435.649.7993 or email Dan Olson @ dolson@sbwrld.org by 4:30 p.m. on Monday, May 17, 2021

I. CALL TO ORDER

The May 17, 2021, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Richard Pick, Steve Joyce, Robert Richer, and Mary Ann Pack. Staff in attendance were Mike Luers, Dan Olson, Brian Passey, Bryan Atwood, Chad Burrell, Kevin Berkley, Travis Potter, and Kim Dudley. Also, in attendance were Amy Davies, Child Richards CPA's and Advisors, Jeremy Cook, Cohne/Kinghorn, Ben Liegert, Basin Recreation, and Craig Ashcroft, Carollo Engineering.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for April 19, 2021
- B. Escrow Fund Reduction Approval

Mr. Richer made the motion to approve the Consent Agenda, Mr. Joyce seconded the motion carried with Mr. Pick, Ms. Pack, Mr. Joyce, Mr. Richer, and Mr. Wilking voting in the affirmative.

III. PUBLIC INPUT

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$843,655.33 – Mr. Luers reviewed the Expenditures with the Board and asked them to consider approval of Expenditures in the amount of \$843,655.33.

Mr. Richer made the motion to approve the Expenditures, Mr. Joyce seconded the motion carried with Mr. Pick, Mr. Joyce, Ms. Pack, Mr. Richer, and Mr. Wilking voting in the affirmative.

V. SUBDIVISION PROJECTS

Basin Recreation Community Park – 0.5 Res

A Line Extension Agreement has been filed to extend a short (125') main line extension from an existing manhole in the Trailside Elementary parking lot to a point within the Trailside Drive right-of-way. The new line will serve a restroom, which will be adjacent to two new ball fields.

Staff recommends approval.

Mr. Joyce made the motion to approve the Subdivision Projects Basin Recreation Community Park – 0.5 Res, Ms. Pack seconded the motion carried with Mr. Joyce, Ms. Pack, Mr. Richer, and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 0; # SCWRF 28; Total 28
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0.5; Total 0.5

VI. DISTRICT MANAGER

- A. Discussion Items

1. COVID 19 Update – Mr. Luers stated that we have no active cases of COVID 19. He asked the Board if they would like to start meeting in person. They agreed with attending in person if staff

have been vaccinated.

Mr. Luers said that most people attending the Board meeting have been fully vaccinated.

Mr. Wilking stated that we will attend the June 21, 2021 Board Meeting in person.

2. State, Legal Authority Review - Pretreatment Audit

Mr. Burrell and Mr. Potter told the Board that periodically the District's Pretreatment Program and the Local Limits have to be updated as required by the State DEQ. This program monitors all the non-residential discharges into the sewer system and the Local Limits are associated with the limits we can issue to industries that are permitted to discharge to us. The last update took place in 2013, and we started working on the current update last fall upon the completion of the SCWRF. We have been working with a consultant, Jeremy Cook and DEQ since then to update these documents. After public comment, State approval, and the Board's approval these documents become legally enforceable.

B. Action Items – 2020 CAFR Report – Amy Davies and Ryan Child, Child Richards CPA's and Advisors Mr. Passey introduced Amy Davis as audit manager, from the firm Child-Richards CPA's in Ogden Utah. He also introduced Cami Moss, an audit associate from the same firm. He complimented them for doing a very thorough audit, which he said serves the Board and constituents well. Mr. Passey drew attention to the 2020 CAFR document, stating that it was divided into 3 sections: The Introductory, Financial, and Statistical sections. He drew emphasis to the statistical section, as it is often the most easy to understand and digest to the average or common reader. He presented a few slides on user fees, impact fees, expenditures, debt, and cash flow.

Ms. Davies was then given time to comment on their audit experience with the District. She mentioned a finding that the District needed to follow its procedures regarding the sale of surplus properties. An asset sale checklist was produced by administration in April 2020, and it was followed on and off during the year. She recommended strongly that it be followed to safeguard District assets. She also mentioned that the District hold a discussion at least annually, regarding the relatively new State Auditor Fraud Risk Assessment Program. This would satisfy the new requirement relating to the new program. Ms. Davies complimented staff for its attention to accuracy and ease of working together through the financial audit.

Mr. Joyce made the motion to approve the Audit and 2020 CAFR Report, Mr. Pick seconded the motion carried with Mr. Joyce, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

C. Information Items

- 1. Financial Statement
- 2. Impact Fee Report

Mr. Passey showed the Board a slide of a check we received from Utah Local Governments Trust for a refund of \$15,467.00 for our insurance.

Mr. Passey said the refund from PEHP for the LGRP's Premium is broke out by the following:

- Experience 60%
- Longevity – 30 %
- Member Engagement – 10%

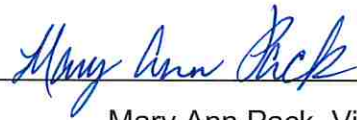
Mr. Luers said kudos to the staff!

VII. FUTURE AGENDA ITEMS

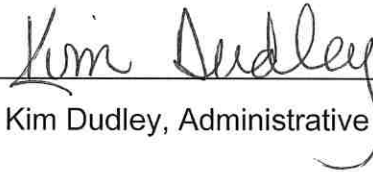
- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

VIII. ADJOURN

Mr. Joyce made the motion to adjourn at 5:41 p.m., Mr. Richer seconded the motion carried with Mr. Joyce, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.



Mary Ann Pack, Vice Chairman



Kim Dudley, Administrative Specialist