

**SOUTH VALLEY WATER RECLAMATION FACILITY
BOARD MEETING
Wednesday, October 16, 2024
7495 South 1300 West
West Jordan, Utah 84084**

Attendance	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
	Alternate for Sandy Suburban Improvement District	Darren Andersen
	Judge, South Salt Lake	Ryan Richards

Call to Order Chairman Kennedy called the meeting to order at 12:30 p.m. and welcomed those in attendance.

Roll Call Roll call vote was as follows:

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

**Ceremonies/
Presentations/Public
Comments** Mr. Cowdell introduced Mr. Ryan Richards. Mr. Richards is an attorney and over the last four years has been a judge for South Salt Lake. He’s interested in leaving the bench and building a law practice. Mr. Rawlings and Mr. Cowdell had the opportunity to interview Mr. Richards several weeks ago.

Mr. Richards took a moment and told the board a little about himself and his work history.

At this time Mr. Richards was excused from the meeting.

**Review of the 2025
Proposed Budget** Mr. Rawlings explained that the majority of the increase in the proposed 2025 budget is electrical power.

Mr. Dunn added that the State required the Facility to build up a reserve to fund repairs and maintenance on equipment and construction purchased by the Series 2008 bond. This has been billed to the member entities annually and the reserves have been growing. This year the Facility has reached the reserve balance required by the State. Therefore, the Facility will not be billing the member entities in the future for this.

Mr. Dunn talked about an excess liability policy, purchased several years ago, outside of the Trust. The question came up if this policy is necessary. A meeting has been set up with the Trust next week to discuss it. He asked the board their thoughts. Mr. Worthen added that contractors hired by SVWRF are required to provide their own insurance. The board felt the additional policy was not necessary.

Mr. Rawlings added that the finance committee is in favor of continuing the practice of billing only at 95% of the monthly amount which started last year. This method was created as a way to reduce the amount of the year end refunds while still having the full amount in the budget if needed. This will continue through 2025.

A 3% merit and a 3% COLA was included in the 2025 proposed budget.

Mr. Rawlings talked about a salary survey recently completed by Jordan Basin Sewer District. Upon reviewing the information and comparing the information to our positions, Mr. Rawlings proposed an additional increase for those positions identified as below the expected pay which will bring those jobs closer to market.

The proposed budget shows an increase of 10% in medical insurance. The actual increase is 3.2%

Resolution 10-16-2024(A) Second Amendment to Purchase Exchange Agreement

This item has been tabled.

Resolution 10-16-2024(C) Transfer of Ownership of the Siphon and C2 Interceptor to SVWRF and Formula to Allocate Cost for Maintenance and Major Repairs of the North Interceptor

Mr. Rawlings stated that staff completed the assignment to analyze the use of the north sewer interceptor in a manner similar to how the south sewer interceptors were analyzed. Entities involved in this transfer of ownership are Midvale City, Midvalley Improvement District and the City of West Jordan.

Mr. Murphy stated that he was good with the percentages but would first like his attorney to review the information.

Mr. Worthen felt that work still needed to be done. Research needs to take place to determine if the listed percentages work for the section with the siphon for the C2 Interceptor. Those lines have been there for many years. This particular section affects Midvalley Improvement District and Midvale City. Staff will do some survey work, make sure the legal description is accurate and have the attorney review any easements.

This item has been tabled.

IT Supervisor New Job Description and Revision of IT Director Job Description

With the sudden departure of the IT director several months ago, the IT department has had the challenge of transitioning from the old way IT did things to developing new ways going into the future. Currently, Mr. Worthen is overseeing the department.

Staff created a new position called an IT supervisor for board approval. Staff also took this opportunity to revise the job description for the IT director. Rather than hiring a director from outside, staff is proposing that we advertise and hire an IT supervisor from in-house. Over time the supervisor will take more of the responsibility allowing Mr. Worthen to be less involved. After a couple of years, the supervisor would be ready to take over as department director. With a director in place the supervisor position becomes obsolete and would no longer be needed.

Mr. Worthen added that we have the talent within SVWRF to be able to fill the IT supervisor position.

Mr. Murphy moved that the board approve the creation of the IT supervisor position as presented and also approve the changes to the IT director job description and pay grade as presented. Mr. Andersen seconded the motion. All were in favor, motion carried.

Consent Calendar

Items included on the consent calendar are as follows:

- Ratify Check Register: September 2024
- Approval of Minutes: September 28, 2024 Board Meeting
- Next Board Meeting Date: November 20, 2024 with Public Hearing on Proposed Budget

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

General Manager Report

Mr. Rawlings reported that he met with an individual with the Salt Lake County Health Department, and their supervisor. He gave them a tour of the property and answered any questions they had. After the meeting, Mr. Rawlings sent copies of letters from DERR and DEQ showing their approval that the remediation projects had been successfully completed. Mr. Rawlings should be hearing back from them over the next week or so. This will officially close the permit.

Project Updates

Mr. Worthen gave a brief update on the following projects:

- We're on schedule to complete the VFD project at the end of October.
- Staff has not issued the procurement agreement on the MCC purchase, which the board approved at the August board meeting. Staff is waiting on the vendor to address some issues. Mr. Cowdell asked Mr. Worthen to let the vendor know that they have 10 more days to get this completed or we need to re-bid.

Closed Meeting

There was no closed meeting.

Other Business

After some brief discussion the board agreed to hire Mr. Ryan Richards as our attorney, on a temporary basis, up to six months.

A project that the new attorney will need to work on in the coming year is renewing the original interlocal agreement that created SVWRF. Referring to the interlocal agreement, Mr. Murphy requested to revisit voting percentages on the board. He asked Mr. Worthen if the Technical Committee had a chance to

discuss this. Mr. Worthen was unaware that this subject was to be discussed. Mr. Murphy explained, "Voting percentages on the board is 20%, five-member agency. Yet we've seen by flow, by operations, by ownership of expansions, and so forth there is a percentage of flow now that's far different than just a 20% across the board. When it comes down to administrative the board votes on operations and capital costs it's been my opinion that those percentages should shift to a flow amount, or an O&M amount, as far as a weighted vote. When it's things like personnel changes it's still a five-member agency, still 20% across the board. There needs to be some sort of split between administrative and O&M and capital, inside the voting realm with the five-member agency as it moves forward in time to address these issues, just like we've addressed them on the interceptors. There's a percentage cost split there. Voting should reflect that in some of the votes that we take on capital expenditures and on budgetary expenditures."

Mr. Worthen added that he will be scheduling an annual Technical Committee meeting and will be in contact with the individual entities. Mr. Murphy said that he definitely wants this item on the agenda.

Adjournment

Chairman Kennedy adjourned the meeting at 2:20 p.m.

Glen Kennedy, Board Chairman

Belinda Patterson, Facility Clerk