

PRICE RIVER WATER IMPROVEMENT DISTRICT
December 20, 2022

A regular meeting of the Board of Trustees of the Price River Water Improvement District was held on Tuesday, December 20, 2022 at 7:00 pm at the District's Service Center located at 265 South Fairgrounds Road, Price, Utah.

PRESENT

Keith Cox
Rick Davis
Scott Jensen
William Barney Zauss
Lenise Peterman

Jeff Richens
Micha Marelli
Shelly Bird
John Nielsen
Zeph Tucker

EXCUSED

Chairman Cox welcomed everyone to Board Meeting noting all Board Members were present.

PLEDGE OF ALLEGIANCE

Chairman Cox asked Davis to lead the attendees in the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

None

POSSIBLE CONFLICT WITH AGENDA ITEMS

There were no conflicts with Agenda Items.

MINUTES

Chairman Cox asked for input to the minutes of the December 6, 2022 Board Meeting. As there were no corrections or additions, Jensen moved to approve the minutes from the December 6, 2022 meeting. Zauss seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

DEPARTMENT REPORTS BY BOARD

Zauss reported all of the vehicles are back in service. Repairs and maintenance have been completed on vehicles and dump truck. The new lawn mower finally was shipped, prepped, and taken to the WWTP. The educational part of driver training is continuing. Drawings for the new building are being worked on. The annual inventory is being counted and submitted. The preventative maintenance books are being updated. The crews are prepared for snow removal.

Jensen reported interviews have been completed by Beau for the open positions. Employees will be approved tonight. A stub was dug up and a meter set as well as other meters have been placed for others. Inventory is being completed. Monthly samples are continuing. A fire hydrant was replaced. Some broken service lines on Hwy 6 were repaired. The drain line on the East lot was cut and capped.

Peterman reported Covid 19 sampling is continuing. VanCon is continuing their work. Operators and shifts have been rotated for next year. The tunnel HVAC was repaired. The North secondary clarifier was drained and crews defrosted water lines around the plant. Interviews are being conducted with the line crew to replace an employee who has left.

Davis reported the district is still receiving 500 gallons per minute from Price City. The plant is running one million gallons per day. The Saturday day shift has been put back on due to high water demand. Inventory is being completed as well as organizing parts. The surge side of the pre-treatment basin has been hosed out. The chain and flight is working well. An in-house chlorine safety and procedure refresher class was held for the operators. There is cell phone coverage for the diversion now, but one antenna on the communication tower needs to be adjusted. Crews are painting and performing maintenance. Some water seepage in the Southeast stairwell in the basement area was reported. It has been drained and cleaned and crews will be testing to find where the water is coming from.

MANAGER'S REPORT

Richens reported that the contractor, engineer and staff will be doing a walk through for the Chain of Flight Water Plant project, and also for the parts that have been completed in the Nutrient Project. Not all of it is complete as they are still receiving equipment for the project. Nielson Construction has completed the dirt project at the East property and has been paid. The retention basin will be shaped by crews and they will decide what to do with the plugged storm drain. The packet contains updated information regarding a refund to PacifiCorp. The Sanpete Water Conservancy District change application has been postponed until further notice. In 2018 it was delayed because the state engineer does not have jurisdiction to settle previous court case between Carbon County and Sanpete County. It needs to be adjudicated through Federal Court. Carbon Canal Company applied to water-bank some of their water rights. PRWID as well as other entities protested the application. The court ruled in favor of CCC, but there are specific water rights that are under contract that will be removed from the application. There are also many other specifics that the canal company will have to adhere to.

PUBLIC HEARING TO OPEN AND MODIFY THE 2022 BUDGET AND REVIEW AND ADOPT THE 2023 BUDGET

Davis moved to open the public hearing at 7:17 pm to receive public input regarding the 2022 and 2023 budgets. Peterman seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

Per Micha, the 2022 budget does not need to be re-opened. She can adjust the budget within each department which won't require transferring funds anywhere. There were no additional questions regarding the 2023 budget. The proposed 2023 budget is balanced except for the depreciation accounts. Davis moved to close the public hearing and go back into the regular Board meeting at 7:19 pm. Jensen seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

ADOPT RESOLUTION 2022-2 for the 2023 BUDGET

The resolution approving the 2023 budget was passed around for each Board member to sign. Zauss moved to pass Resolution 2022-2, the 2023 budget. Peterman seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

APPROVE EMPLOYEE STATUS CHANGE

Kim Wood will complete her 6 month probationary period and is due for a \$ 0.55 per hour increase. Zauss moved to approve the change of status for Kim Wood. Davis seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

APPROVE NEW HIRES AS OF JANUARY 2, 2023

The staff proposed Paige Heisterman, Kody Henrie, John Jaramillo and Riley Christensen be approved by the Board for hire in two different departments. Riley would work at the WWTP. Paige, Kody and John would be working on the line maintenance crew. Due to their previous experience Paige, Ron and Riley would start at \$17.90 and Kody would start at \$18.45. Previous employers have been contacted to verify their experience. The new employees' wages will be in line with the wage scale and current employees. Jensen moved to hire Paige, Kody, John and Riley at the wages mentioned. Zauss seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

REVIEW OF EMPLOYEE POLICY HANDBOOK

At the last meeting, this item to review employee policies was tabled because the Board felt like more information was needed. Richens presented the new information he had researched regarding: the need for a signature line change, meal reimbursement amounts, employee safety boot allowance, accepting Juneteenth as a paid holiday. Discussion was held regarding the options and the board decided on the following: no signature line but a notation of the Board of Trustees; instate meal allowances will be increased to \$43.00 per day. Breakfast will be \$9.00, lunch will be \$14.00 and dinner will be \$20.00; PRWID will adopt Juneteenth (Monday, June 19) as a paid holiday for employees; and the annual safety shoe voucher will be increased to \$185.00. Peterman moved to update the employee policy handbook to change the signature line to reflect the Board of Trustees only, the instate meal allowance will be altered to \$9.00 for Breakfast, \$14.00 for lunch and \$20.00 for dinner and the need for the appropriate change to be made to the following pages regarding meals, to add Juneteenth as a holiday as described by the Federal Government, and to increase the voucher for approved safety boots to be \$185.00. Davis seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

REVIEW PROPOSED BOARD POLICY – CODE OF CONDUCT

Per Richens this policy contains language that other entities use in their code of conduct policy. It also incorporates some of the previous policies that already exists in PRWID's ethics policy. Discussion was held as to some of the meanings of certain aspects of the proposed policy. The compliance and enforcement and conflict of interest sections of the policy were discussed in length, the difference in the needs of elected vs. appointed members, the difference of the wording may, shall, will. The Board wants the policy to reflect what state law is, no more or no less. Per Chairman Cox, the more regulations, the more complicated it becomes. Richens suggested to take out the enforcement section, it will still reflect the description as to what compliance is. Richens advised if the board has a policy on their conduct they can also put a policy together regarding the public's conduct. The Board instructed Richens to rework the policy and bring it back for review at the next meeting.

APPROVE ATTENDANCE TO WATER LAW/UTAH WATER USERS CONFERENCE

On March 20, 21, 22 a Water Law and Utah Water Users conference will be held in St. George, Utah. The cost for 2 days of the Utah Water Users will be \$170.00. Information for the Water Law conference has not been received yet. Richens has contacted a hotel for reservations. Cox, Davis, Jensen and Zauss are planning on attending. Peterman has a conflict and will not be able to attend. This item will be tabled as of now and Richens will bring it back to the Board when more information is available.

PACIFICOP TAX REFUND ORDER

The packet contained information regarding the reason for the refund. The amount to be refunded is \$13,308.17. It will be returned as a property tax and come out of those revenues. Jensen moved to refund PacifiCorp \$13,308.17. Davis seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

CLOSED SESSION

There were no items for a closed session.

UNFINISHED BUSINESS

No unfinished business items were presented.

Jensen motioned to adjourn. Adjournment was by common consent at 8:15 pm.
AYE: Cox, Davis, Jensen, Zauss and Peterman.



Keith Cox, Chairman



Kim Wood, Clerk