

PRICE RIVER WATER IMPROVEMENT DISTRICT
December 6, 2022

A regular meeting of the Board of Trustees of the Price River Water Improvement District was held on Tuesday, December 6, 2022 at 7:00 p.m. at the District's Service Center located at 265 South Fairgrounds Road, Price, Utah.

PRESENT

Keith Cox	Chris Matthews
Rick Davis	Troy Mastin
Scott Jensen	John Nielsen
William Barney Zauss	Ross Bryner
Lenise Peterman	Tony Mower
Jeff Richens	Pat Hansen
Micha Marelli	Zeph Tucker
Shelly Bird	

EXCUSED

Chairman Cox welcomed everyone to Board Meeting and noted all Board Members 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 November 15, 2022 Board Meeting. As there were no corrections or additions, Jensen moved to approve the minutes from the November 15, 2022 meeting. Davis seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

DEPARTMENT REPORTS BY BOARD

Peterman reported that Covid 19 sampling is continuing. VanCon is continuing to work on a daily basis. A sampler was switched out for a new one and Air Temp Heating is looking into repairing the old sampler. The tunnel HVAC was repaired and the outfall pipe was drained so that VanCon could take measurements as they need to install a new flow meter. A ground water well by the digester building was replaced and crews helped the line crew repair the main water line to the plant. Applications are being reviewed so that they may hire new employees.

Davis reported the water plant is running an average of 1.25 million gallons per day and they are receiving 300 gallons per minute from Price City. An unusual amount of water has been being used and per Richens they are finding leaks. A few major leaks have occurred as well as a few of the larger trailer parks on the system had a ¾ inch line running open for part of the day. The day shift operators attended an online class at the plant. The fluorescent lighting at the plant

is being changed to LED. The tool room has been reorganized and the lab has been painted. The communication tower at the diversion on the aqua duct has been remounted and secured. It is now working.

Zauss reported that the body work has been completed on a both trucks that were damaged. The 2003 Chevy has a compressor that is becoming weak and may need to be rebuilt. The crew cleaned the dump trucks. The snow plows and lawn mower have been serviced. The stabilizer on backhoe #4 was sticking and has been repaired as well as the problem with the exhaust. The processes for the entry level driver training are being worked on. The 3D drawing for the new building showed some clearance issues. It will be discussed later in the meeting.

Jensen reported the crews have repaired leaks, winterized the haul station, set meters, took bacteriological samples, repaired a plugged pump at Zebra lift station, flushed some lines and dug up the main line in Carbonville to repair a leak.

MANAGER'S REPORT

Richens reported the river commissioner, Darris Jones, opened the out flow at the reservoir which impacted the water plant's ability to treat the water and keep the chlorine residual high enough. They were able to get the chlorine residual up where it needed to be, but have had a few taste and order complaints, therefore the system has needed to be flushed. There was no communication as to why they opened the out flow. Discussion was held regarding the conservancy district may need to know how/when to regulate the damn so problems are not caused downstream. Per Troy there was no turbidity change, it just affected the choline demand. It is a rare thing and therefore no need to worry about it. Job interviews will be held on Thursday and Friday. Eleven people are interviewing for the 4 open positions. Richens explained that the Board should consider putting together a collection of Board Policies. These would be policies that govern the actions of the Board and would be a tool for new board members. Discussion was held on what this would entail. The Board agreed to move forward with putting a board policies manual together.

CRITICAL INFRASTRUCTURE RECORDS POLICY

This is a policy that came before the Board a little over a month ago, and a good example of what policies the Board should consider adopting. This is an additional layer of protection that was recommended by Mark Anderson, the attorney for the association of Special Districts. Richens asked the Board to adopt the policy and authorize Cox or Richens to sign it. Peterman moved to adopt the Critical Infrastructure Records Policy. Zauss seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman. Chairman Cox signed the policy.

LETTER OF SUPPORT FOR CARBON COUNTY

Carbon County wants to join in the Inland Port that will be going in west of Salt Lake City. This Earth Products Energy Ecosystem is basically saying coal, gas, oil products will be shipped out Carbon County. The county is asking for a letter of support, which is included in the Board packet. Davis moved to approve the letter of support for Carbon County. Jensen seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

APPROVAL FOR 4 EMPLOYEES TO ATTEND RWAU ANNUAL CONFERENCE

The staff is requesting to send 4 employees (Glen, Derek, Troy and Chris) to attend the conference. The cost is \$350.00 per person. It will be held in St. George February 29, 2023 through March 3, 2023. It will count for their continuing education units which is required for their certification. Jensen moved to approve sending 4 employees to attend the RWAU conference in St. George. Zauss seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

REVIEW OF EMPLOYEE POLICIES

Copies of specific pages of the Employee Handbook were available for the Board Members to review. Richens went through some potential changes for the Board to consider. Under the travel policy the rates for meals are way below today's prices and staff would like the Board to adjust the meal rates. Richens will research city, county, and state rates to bring back for discussion at the next meeting. Also the allowance for employees to purchase work boots needs to be adjusted. Discussion was held on these subjects as well as adopting Juneteeth as a holiday and other related employee handbook changes. Chairman Cox requested more information before a decision was made and it was suggested to table item 10 until information is available. Jensen moved to table item 10. Davis seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

ANNUAL DUES FOR UTAH ASSOCIATION OF SPECIAL DISTRICTS

Richens explained the services provided by the Utah Association of Special Districts and directed the Board to the invoice found in the packet in the amount of \$9,240.00, which reflects the membership dues for the year ending December 31, 2023. Zauss moved to pay the annual dues for the Utah Association of Special Districts in the amount of \$9,240.00. Jensen seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

VACATION OF WATELINE EASEMENT

Carl Jones put in a water line and then decided to move it which took it off the original easement. Ross re-describe the new easement and the paper work was completed and now there is no need for the original easement and the district would like to vacate it. The description of the easement and the request to vacate it is found in the Board Packet. Zauss moved to vacate the easement recorded in book 940, pages 430-438 Carbon County Recorder's Office. Davis asked about the taxation to the property owner because it is no longer an easement. Per Richens having an easement doesn't change taxation. Jensen seconded and the motion passed unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

CHANGE APPLICATION FOR SANPETE WATER CONSERVANCY DISTRICT

On July 5, 2018 the Sanpete Water Conservancy District filed an application for a permanent change of water right use. It was put on hold because they needed to contact Gunnison Water Company regarding an optional way of diverting the water to be able to better use it in the Sanpete drainage. Per Richens, that idea was rejected by the Army Corps of Engineers. Now they want to return to the 2018 change application of expanding to 5 points of diversion and they want to maintain their storage right. Richens explained the proposed application and discussion was held as to how the water will be used and the effect it will have on our area. The process would prevent the water from going into Scofield reservoir. Richens has

spoken with Craig Smith, the districts water rights attorney. Craig suggested the district contact the Conservancy District, the User's Association, the cities, and Carbon Canal. The attorneys will need to coordinate their efforts for better representation. There will be a hearing on January 4, 2023. Richens suggested PRWID joins in the lawsuit and hire an attorney to start the work. The fee may be around \$5,000. Richens would like the Board to approve the district to join the lawsuit and hire the attorney. There was discussion about how the motion should be stated and whether a letter of protest was needed. Per Richens the protest is already done and PRWID is now at the point of needing to hire Smith Hartvigson to prepare the documents and attend the hearing. The attorney will need to present the case and represent PRWID's interests. Zauss moved to approve hiring Smith Hartvigson to represent PRWID with an initial approval not to exceed \$7000. Peterman asked if Helper is precluded from appealing with the PRWID attorney to negotiate a separate agreement. Per Richens Helper could piggyback with PRWID but will need to do what is in their best interest. Jensen seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

EAST PROPERTY UPDATE

Nielson construction is on site and they will probably be complete with moving the dirt as needed in a few days. The fleet department would like the Board to consider making the building wider. If they proceed with the current design, the man doors will run into the support structure. CO Builders are helping with the design for the new building. They gave some estimated figures for a different size of building. For a 100 x 70 foot structure, including insulation, it would cost \$141,420.00. A 110 x 70 structure would cost \$164,633.00. Discussion was held regarding the need, safety, functionality, better working condition, and the effect on the budget. Per Richens the motion would be to approve CO builders to look at the 110 size building or to make the building 10 feet bigger than originally discussed. Zauss moved to look at the building of 110 feet. Peterman seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.

DRAFT 2023 BUDGET DISCUSSION

Richens presented budget report dated November 22, 2022 for the proposed 2023 budget. Per Micha a change is needed on liability insurance and property insurance. According to the financials for October the liability insurance needs to be raised from \$33,000 to \$43,000 and the property insurance needs to be raised to \$27,000. The net administration fund will not have \$22,000 left over but \$5000 left over. The purpose of going over the draft budget is to see if there are any changes. At the December 20, 2022 Board meeting the budget will need to be adopted, so any changes need to be made before then. Richens went through the draft budget with the Board and explained the budget. This proposed budget would be considered balanced. The meeting will be advertised in the newspaper.

CLOSED SESSION

There were no items for a closed session.

UNFINISHED BUSINESS

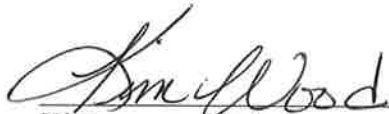
Micha gave the Board the October financials so that they may review the financial position of the District. The property tax listed on page 3 may not be received from the County until the first part of January, but it will be for this year bringing the income up to where it needs

to be. The departments are doing well staying in budget. Discussion was held regarding water, sewer, general fund and restricted funds. Reminder for the Christmas party Tuesday, December 13 at 12:00 at the Cowboy Club.

Davis moved to adjourn the meeting at 8:40 p.m. Jensen seconded and the motion carried unanimously. AYE: Cox, Davis, Jensen, Zauss and Peterman.



Keith Cox, Chairman



Kim Wood, Clerk