

WASHINGTON COUNTY WATER CONSERVANCY

DISTRICT

Minutes of Meeting of Board of Trustees
February 5, 2020

Minutes of a public meeting of the board of trustees of the Washington County Water Conservancy District, held on Wednesday, February 5, 2020, at 533 East Waterworks Drive, St. George, Utah beginning at 6 pm. Those board members present for the meeting were: Chair Ed Bowler, Kevin Tervort, Howard Bracken, Chris Hart, and Jon Pike and Ken Neilson. Victor Iverson was not present. Also present were General Manager Zach Renstrom and Associate General Managers Corey Cram and Brie Thompson. Jodi Richins, WCWCD legal counsel, Roberta McMullin, secretary and David Jessop, Operations Manager were also present. There were no other guests present at this meeting.

Ed Bowler conducted the meeting and welcomed those present.

The first item on the agenda was ***consideration of three resolutions regarding WaterSMART grants.*** Zach explained to the board that before the district can even apply for WaterSMART grants, we have to bring them before the board and have these resolutions passed. This is just an initial step in the grant application process. We will bring it back to the board if the district receives the grant money applied for.

The first resolution was a ***Resolution Authorizing Application for WaterSMART Grants and Committing Matching Funds in the amount of \$75,000 for Small-scale Water Efficiency Projects (FY2020) for Rebate Programs.***

Chris Hart moved to approve the resolution. It was seconded by Ken Neilson and a roll call vote was taken as follows:

Chris Hart	Yes
Ken Neilson	Yes
Jon Pike	Yes
Ed Bowler	Yes
Howard Bracken	Yes
Kevin Tervort	Yes
Victor Iverson	Absent

The second resolution was a **Resolution Authorizing Application for Water SMART Grants and committing matching funds in the amount of \$75,000 for Small-scale Water Efficiency Projects (FY 2020) for Ivins Irrigation Canal Meter Project.**

Ken Neilson made a motion to approve the resolution and the motion was seconded by Howard Bracken. A roll call vote was taken as follows:

Chris Hart	Yes
Ken Neilson	Yes
Jon Pike	Yes
Ed Bowler	Yes
Howard Bracken	Yes
Kevin Tervort	Yes
Victor Iverson	Absent

The third resolution regarding WaterSmart grants was a **Resolution Authorizing Application for Water SMART Grants and committing matching funds in the amount of \$25,000 for Water Conservation Field Service Program (R2020) to hire consultant to evaluate water conservation measures for update to Water Conservation Plan.**

Jon Pike made a motion to approve the resolution, seconded by Kevin Tervort and a roll call vote was taken:

Chris Hart	Yes
Ken Neilson	Yes
Jon Pike	Yes
Ed Bowler	Yes
Howard Bracken	Yes
Kevin Tervort	Yes
Victor Iverson	Absent

The next item on the agenda was **Consideration of a Resolution Updating Administrative Policy & Procedures Regarding Associate General Manager Position.** Jodi Richins told the board there were two resolutions to be considered in this meeting regarding updating and clarifying the policy and procedures manual of the district. This first one is to clarify the Lake Powell Pipeline Associate General Manager position and add this as an officer by appointment of the general manager. It is an at-will position and this person shall serve at the will and pleasure of the General Manager. It also sets forth that the duties and

responsibilities of this position shall be assigned by the General Manager. Jodi told the board that the second resolution updates the districts personnel and policy and procedures regarding retirement benefits. The main gist of this resolution is that “appointed officers that qualify for the Tier 1 URS plan (those with URS service prior to July 1, 2011) may participate in the defined benefit plan as set by Utah Code or may choose an alternate URS retirement program (such as 401(k)). The District will contribute an amount equal to that which the District pays to URS on behalf of an employee enrolled under a URS defined benefit plan to the alternate URS retirement program designated by the employee.” Also, the resolution clarifies and makes the language clearer that the board of trustees are not considered employees and not entitled to benefits. Jodi told the board as a housekeeping matter she took out who our health insurance is provided through and updated that language and changed some terms like “regular employees” to “benefited employees” to be consistent throughout the policy manual.

Jon Pike made a motion to approve the resolution updating the policy and procedure manual regarding the associate general manager position. Chris Hart seconded the motion and a roll call vote was taken.

Chris Hart	Yes
Ken Neilson	Yes
Jon Pike	Yes
Ed Bowler	Yes
Howard Bracken	Yes
Kevin Tervort	Yes
Victor Iverson	Absent

Ken Neilson made a motion to approve the resolution updating the policy and procedure manual regarding the updating and clarifying retirement benefits. Kevin Tervort seconded the motion and all voted aye after which a roll call vote was taken.

Chris Hart	Yes
Ken Neilson	Yes
Jon Pike	Yes
Ed Bowler	Yes
Howard Bracken	Yes
Kevin Tervort	Yes
Victor Iverson	Absent

The next item on the agenda was the *Review of bids and approval of bid on Sand Hollow Regional Pipeline Warner Valley Storage Tank.* Corey showed the board a 3d model of the tank. He said they had gone through a prequalification with contractors and six contractors qualified. They just received the bids and he reviewed those with the board. The low bidder was Interstate Rock Products (ISR) at \$6,095,165. The high bid was Dale Cox Construction at \$8,047,142. Corey said they felt good about the bids. The low bid by ISR was close to the engineering estimate which was just over six million dollars. There was a good range of bids with a 32% difference from low to high. Corey said they sat down with IRP and talked with them directly and he feels good about their qualifications and experience for this project. This tank requires lots of fill, pipe, and engineered water system, and a wrapped tank with shotcrete layers. Although ISR has not done this exact type of tank, the subcontractor has some experience with this type of tank. Corey said the staff recommends approval of the ISR bid for this project.

After some discussion by the board and answering questions the following motion was made:

Jon Pike moved to approve the Interstate Rock bid for the Sand Hollow Regional Pipeline Warner Valley Storage Tank of \$6,095,16. The motion was seconded by Chris Hart and all voted aye.

Status reports were given on the following projects:

Lake Powell Pipeline – Zach reported to the board that this is moving along very well. The Bureau of Reclamation is extremely professional, and they do what they say they are going to do. They are working very hard and working with several cooperating partners on their review process. Zach said they try to respond as quickly as possible with their questions to keep things moving forward. He told the board that they are still on schedule to have the EIS out in June. They will be looking at an open house at the end of June on the EIS.

Sand Hollow Regional Pipeline – Corey reported that this project is done, and the contractor has been paid.

Ashcreek Reservoir – Corey said they are continuing to make some progress on this project. They are working with the BLM and had some miscommunication with them on Environmental Assessment and so they have a few studies to complete with them. One is the tortoise study in the area where our reservoir will sit. It is a presence/absence survey and they watch and wait for tortoises to stick

their heads out. They have done these surveys there in the past and they haven't seen anything but they are asking for a refresher study since it has been 10 years and so they want to look at it again. We also need to do another raptor survey looking at hawks, raptors, etc. They are also looking at fly catcher and cuckoos – looking at habitat and evaluating habitat and mapping it. Corey said they are working with Keith Rigtrup and working their way through these things. Also working with the Corp of Engineers. There is a whole application package which they have out for public comment. The public comment period closes the end of February. They will have 30 days to respond to anything they might receive. Corey said they will take the entire BLM Environmental Assessment and give it to the Army Corp of Engineers, so they have all of that. Zach said we would like to start construction next winter, a year from now.

Zach Renstrom gave his manager's report which included the following items:

Zach told the board that **Brock Belnap has been hired and will be replacing Barbara Hjelle**. He will mostly focus on Lake Powell Pipeline and the legal aspect such as managing contracts, etc. We went through the public process and did interviews. Zach said he had discussed this with board chair Ed Bowler. He is resigning from the county and will start working at the district on February 17. Brock wants to work about ten more years which fits very well with our schedule on the Lake Powell Pipeline Project.

Zach reminded the board of the upcoming **Utah Water Users Association Conference** at the Dixie Center on March 17 and 18. Board members need to let Roberta know if they will be attending so registrations can be sent in this week. The district's annual dinner will be held Monday, March 16.

Zach said he wanted the board to be aware of the practice the district uses on **impact fee credits**. He said that sometimes the district has to credit people back impact fees paid because of changes. If we must refund a fee, we refund it to the person that owns the property. So, if there is a developer involved and an impact fee is calculated and paid, the intent is that it runs with the land it has to go back to person with land. If the developer still owns the land, they would get the refund. If the developer sold the land to another developer, the it would go to them. Zach told the board this doesn't happen very often but wanted board to be aware of the practice and make sure they are okay with it.

Zach said he had asked Dave Jessop, the district's Operation Manager to come and talk about **the purchasing and disposing of vehicles at the district**. Zach asked him to do some research and present it here to the board. Dave Jessop told the

board that we have tried different approaches for buying and selling vehicles. We have used Dutch auctions. The last Dutch auction the district did was to auction off four trucks. Only one person showed up and bought two of them but didn't want the other two. Dave said they felt like there wasn't enough exposure with that process. Zach also said the auctioning or selling of the vehicles by the district takes administrative time. He said that buying vehicles on the state contract they have a set price. There is no bidding and no quotes. Dave said the district is looking at staying with GMC trucks for a few reasons. The district bought seven F-250 Ford trucks and have various problems including the "death wobble" on a few of them. The GMC dealer on the state contract is in Layton.

As far as selling or getting rid of vehicles, Dave said if we used TNT auctions we would get a certain percentage, 7% of the cost of the vehicle, or if we get on the Nevada state contract 5%, but there are people here in St. George that will take them to the auction for us cheaper than that. Dave told the board if we buy the vehicles on state contract and then send them to auction when we are ready to sell them, we can put out a notice that they are going to auction and anybody can bid on them so it would be very transparent. He said they claim that we can get trade-in in price or better auctioning them. Our switch over on vehicles is very minimal because we are not invasive with the vehicles other than maybe a construction toolbox and a couple with utility beds on them (which would not be traded in annually). If we trade the other vehicles in annually, we would keep them under 36,000 miles and break even or even make a little money and it would keep our costs low. Zach told the board this is a public process and follows the state procurement requirements. The district has about 18 vehicles in our fleet including office cars. Zach thanked Dave and said he has done an excellent job in researching this. There was some discussion among the board and staff and the board agreed with this procedure outlined by Dave of buying on state contract and sending vehicles to auction when changing them over.

Ed asked for any questions or comments.

The last item on the agenda was the approval of minutes from the board meetings of December 20, 2019 and January 15, 2020. After review by the board the following motion was made:

Ken Neilson moved to approve the December 20, 2019 and January 15, 2020 Board of Trustees Meetings minutes. Kevin Tervort seconded the motion. All voted aye.

There was no further business to come before the board and the meeting was adjourned.

Secretary