



BOARD OF TRUSTEES MEETING MINUTES

March 3, 2021

Minutes of a public meeting of the board of trustees of the Washington County Water Conservancy District, held on Wednesday, March 3, 2021, at 533 East Waterworks Drive, St. George, Utah beginning at 6:00 pm. Board members present for the meeting were: Chair Ed Bowler, Kevin Tervort, Chris Hart, Adam Bowler, Ken Neilson and Jon Pike. Victor Iverson was not present. Also present was General Manager Zach Renstrom and Associate General Managers Corey Cram and Brie Thompson, Attorney Jodi Richins and Secretary Roberta McMullin. Other guests at the meeting are included on the sign-in sheet attached to these minutes.

Ed Bowler conducted the meeting and welcomed those present.

The first item on the agenda was a **Resolution Authorizing Submission of a WaterSMART Grant Proposal to the U.S. Bureau of Reclamation and Authorizing a Cooperative Agreement with Reclamation and Grant Match Funds.** These are the grants we try to get every year. Part of applying for the grant is there is a match of funds. Zach said they don't know what that matching amount will be yet, but he will bring it back to the board. It is generally around \$50,000. The approval of this resolutions is needed first to pursue the grant.

Chris Hart made a motion to approve the Resolution Authorizing Submission of a WaterSMART Grant Proposal to the U.S. Bureau of Reclamation and Authorizing a Cooperative Agreement with Reclamation and Grant Match Funds. Jon Pike seconded the motion and a roll call vote was taken.

Ed Bowler

Yes

<i>Kevin Tervort</i>	<i>Yes</i>
<i>Adam Bowler</i>	<i>Yes</i>
<i>Jon Pike</i>	<i>Yes</i>
<i>Victor Iverson</i>	<i>Absent</i>
<i>Chris Hart</i>	<i>Yes</i>
<i>Ken Neilson</i>	<i>Yes</i>

Next on the agenda was **the consideration of approving entering into an agreement for communication services consultant to Kristen Dimick -** Zach said additional help is needed for Karry in our communications and public outreach. She has worked with Kristen Dimick in the past and she has agreed to enter into a two-year contract with the district for \$54,000 a year. The final contract will be with her business entity which she is setting up. She has worked with Southern Nevada Water Authority and our water district before, so she understands water conservation and what we do. Since this contract will be over \$100,000, it requires board approval.

Jon Pike moved to approve the district entering an agreement with Kristin Dimick for the amount of \$54,000 per year for two years. The motion was seconded by Kevin Tervort. All voted aye.

The discussion of the **impact fee facilities plan and impact fee analysis preparation.** Zach said this is non-typical procurement and recommended the district use Bowen Collins & Associates as they can take their existing knowledge to start the process of looking at impact fees for culinary water. Their fee is \$35,000. If another engineering firm was hired, they would have to start at square one. It is under the amount that requires board approval, but Zach said he wants the board to be aware of this.

Next on the agenda was to **consider approval of issuance of purchase card for new employees** – *The district’s policy says a new employee’s purchase card has to be approved by the board. We have a new engineer, Trinity Stout, who has been hired and will be working on capital facility projects. He will have a purchase card with a \$10,000 limit. We also have a new accountant that will be starting soon, Aspen Wimmer. She will also have a purchase card.*

Kevin Tervort moved to approve purchase cards for new employees Trinity Stout and Aspen Wimmer. Ken Neilson seconded the motion, and all voted aye.

Status reports on projects:

Lake Powell Pipeline – Zach reported that there has not been much change since he reported at the last meeting. He has been in Las Vegas this afternoon talking to some of the players on the Colorado River and hearing their concerns. He said he also met with the Utah Senate Republican caucus a few days ago and they recognize the importance of the project and infrastructure across the state. Also, the Colorado River Authority is being set up by the legislature and has support from both Republicans and Democrats.

Sand Hollow Water Treatment Plant – Corey reported that all structures are in place and all the wire is pulled. They are working on programming and all the sequencing which will take another two weeks and then there will be a 7-day test period. They also have to submit water samples to the state to get final approval. There has been training on the ground with different vendors. There is about a month to go and they are feeling good about this project.

Ash Creek Project - Corey said this project was scheduled to be in the Federal Register but as it moved into the transaction the BLM shut down all decisions. In the meantime, they have been working closely with the BLM and Keith Rigtrup who is still actively engaged in the project. Corey has been providing the information requested and believes it has been bumped up to the Deputy BLM Director's desk and will probably make it to the Department of Interior next week. We will still have to go to the Federal Register for 45 days for public notice and may get some comments that will have to be addressed. The archaeology is moving ahead. There is also an engineering contract in place for final design with Alpha Engineering for relocation of a sewer lift station.

Manager's report - Zach said we have hired a new person for the accounting department to work with Karen. Her name is Aspen Wimmer. She has a master's degree in accounting and is presently working for the Washington County School District.

There will be a ribbon cutting ceremony for the new water treatment plant at Sand Hollow and we will let the board know when we get closer.

Discussion on water surcharge – Zach turned the time over to Aaron Anderson from Bowen Collins Engineering to present some data on the top commercial water users as requested by some of the board

Aaron reviewed the following information:

Excess water surcharge would look at applying a fixed threshold if water usage is exceeded and a surcharge would set in based on meter size.

On a ¾” meter 36,000 gallons a month would be the set threshold and, if exceeded, would roll into a surcharge on a per 1,000-gallon basis.

Ed expressed concerns about how to explain the surcharge to people who do not live here year-round. There was some additional discussion of an annual surcharge versus a monthly surcharge.

Zach said the first time they go over the threshold a letter would be sent to the resident offering some education and help. The goal is to help them bring their water use down below the 36,000 gallons. Any money from the surcharges would be used for education.

Chris Hart expressed some concern that a resident could overwater but not go over the threshold for 9 or 10 months a year and only two or three months be near or over the threshold. He wonders if this will accomplish all we are hoping it will do.

There was further discussion among the board and all the board members agreed that the 36,000 gallons a month limit on a ¾” meter is a good place to start, but eventually may want to look at a different monthly surcharge level.

Aaron reviewed the top commercial water users by classification.

Zach said we have a small group of water users that are using large amounts of water and the purpose of this is to incentivize them to change and offering them help so the surcharge becomes a real conservation program. We will tell residential and commercial users ahead of time what is being planned.

There was discussion of how to move forward from here. Zach said he could have a resolution drafted for the board to look at it and bring the draft back to the board for discussion.

Aaron Anderson will put together a report that summarizes all that has been done on this up to this point and a path to move forward.

Approval of Board of Trustees’ meeting minutes of February 3 and February 22, 2021.

Jon Pike moved to approve the February 3, 2021 meeting minutes. Ken Neilson seconded the motion, and all voted aye.

*Ken Neilson moved to approve the February 22, 2021 meeting minutes.
Chris Hart seconded the motion, and all voted aye.*

The meeting was adjourned on a motion by Jon Pike.

Secretary