

**MINUTES**  
**CENTRAL VALLEY WATER RECLAMATION FACILITY**  
**Thursday, April 17, 2025**  
**Central Valley Board Room**  
**3:30 p.m.**

**Board Members Present:**

Chair Debra Armstrong  
Vice Chair Don Russell  
Member Kim Galbraith  
Member Keith Lord  
Member Cheryle Hatch  
Alternate Member Ben Ford  
Alternate Member Craig Giles

Granger-Hunter Improvement District  
Taylorsville-Bennion Improvement District  
Cottonwood Improvement District  
Mt Olympus Improvement District  
Kearns Improvement District  
Murray City  
City of South Salt Lake

**Staff Members Present:**

Phil Heck  
Brandon Heidelberger  
Justin Zollinger  
Graham Gilbert  
Jake Crookston  
Cindie Foote  
Kevin Gallagher  
Bryan Mansell  
Navneet Prasad  
Mike Lee  
LeAnn Dipo

General Manager  
Assistant General Manager  
Chief Financial Officer  
Legal Counsel  
IT Services Manager  
Employee Services Manager/Board Secretary  
Construction Supervisor  
Chief Engineer  
Electrical Controls Engineer  
Controller  
Human Resource Manager

**Staff Members Present Electronically:**

Sharon Burton                      Facility Superintendent

**Member Entity Representatives Present:**

Greg Neff  
Giles Demke  
Stephen Rowher  
Jason Helm  
Greg Anderson  
James Woodruff  
Mark Chalk  
Brandon Richards

Cottonwood Improvement District  
Mt Olympus Improvement District  
Mt Olympus Improvement District  
Granger Hunter Improvement District  
Kearns Improvement District  
Kearns Improvement District  
Taylorsville Bennion Improvement District  
Murray City

**Visitors Present:**

Trevor Lindley                      Brown and Caldwell

**Visitors Present Electronically:**

Skyler Davies                      Division of Water Quality  
Dan Griffin                      Division of Water Quality

A complete copy of each exhibit referred to in these minutes is filed in the official Central Valley Water Reclamation Facility Board Book. Chair Debra Armstrong conducted the meeting. Keith Lord led the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

Kim Galbraith made a motion to approve the minutes as presented of the March 26, 2025 board meeting.

MOTION: Kim Galbraith

SECOND: Cheryle Hatch

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, Ben Ford, Craig Giles, Kim Galbraith, and Cheryle Hatch.

### **PUBLIC COMMENTS**

No comments were received.

### **GENERAL MANAGER COMMENTS**

1. Reminder of the upcoming WEAU Annual Conference in St. George April 22-25. CVWRF staff will be giving several presentations, and the Operator Challenge Team will be competing.
2. CVWRF staff met today with Marcus Faust, a lawyer and federal lobbyist. We believe he may be of great assistance in procurement of property for the biosolids application site. More information will be forthcoming in a future board meeting.
3. Plant tour of the construction projects was scheduled immediately following the May Board meeting.

### **OPEN AND PUBLIC MEETINGS ACT TRAINING**

Mr. Graham Gilbert presented the required annual Open and Public Meetings Act training. A copy of the PowerPoint training is attached to these minutes and incorporated by this reference.

Questions relating to requirements of closed sessions were asked. Mr. Gilbert stated that items discussed in CVWRF's closed session may not be discussed in open meetings of individual districts. Also, legal advice given in a closed session of CVWRF carries attorney/client privilege. But when that legal advice is shared back with the district, it loses its attorney/client privilege and could be subject to deposition.

### **SELECTION OF HVAC CONSULTANT**

Mr. Brandon Heidelberger detailed the procurement process CVWRF staff undertook in selecting an HVAC consultant to help in evaluating, design and construction of HVAC improvements primarily in the Power Generation Building and possibly the Administration/Laboratory Building and the UV Disinfection Building.

CVWRF prepared an RFQ soliciting interested HVAC engineering consultants to submit statements of qualifications. Five firms responded. Of the five, the top scoring firm was WHW Engineering. CVWRF checked three of WHW's references for overall experience including project delivery, changes during construction, project manager and team experience and desire to rehire the firm. All three references returned positive remarks.

Based on the above information, CVWRF is proceeding the negotiation on a master services agreement including a scope of work and fee with WHW for the Power Generation Building HVAC Upgrades.

### **QUARTERLY FINANCIAL UPDATE**

Mr. Justin Zollinger presented the first quarter financial report. The first quarter budget summary report was reviewed. This summary compares the annual budget spent year to date versus the annual budget target. All departments were within target percentages, with the exception of the Laboratory. The Laboratory has begun to operate the Mass Spectrometer ICP which required startup resources at the beginning of the year. These costs will normalize through year end, and cost benefit will be in reduction of cost for outsourcing tests that will now be done inhouse.

Mr. Zollinger reviewed the Bond Debt Budget detail, Final Bond Calculation detail, and Debt Service Coverage Ratios.

### **CAPITAL PROJECTS UPDATE**

Kevin Gallagher presented a drone video of the following projects:

BNR Basins Project  
Blower Building Project  
Thickening and Straining Building Project  
Dewatering Building Upgrade Project

Mr. Brandon Heidelberger gave some context in reference to the process start-up. Completion of the Blower Building and the blowers specifically, are critical path in the sequencing of the transition to the new process. Startup on the new blowers began last month and we encountered a few issues, primarily with the motors. Some motors have been sent for troubleshooting, and we are still encountering issues. There have been oil leaks in some of the other motors. Some of these leaks have been fixed with minimal work, however blower motor number 3 was pulled and sent to the local shop for evaluation. Because of these issues, there are scheduling concerns. This resulted in CVWRF sending a notice of noncompliance to the supplier. This should ensure their attention to resolving these issues in a more timely manner. We need to have at least three fully commissioned blower motors before we can transition from the old blowers to the new blowers which provide air to the process. We hope to have the cutover done in the next 2-3 weeks so the sequencing can continue toward startup of the BNR process.

Last week we reached a milestone with the start up of Reactor #2 in the sidestream nitrogen process. There are two tanks also called reactors in that process. Reactor 1 has been running for over a year and has had great ammonia nitrogen removal performance. The electrical gear necessary to operate Reactor 2 has been slow in delivery, however we started it up on power that was run through temporary cables from another area of the plant. Once the final electrical gear is received (expected in July), we can put the Reactor on permanent power. We were able to seed the reactor with Anammox bacteria transferred over from Reactor 1. It takes about 4-6 weeks to get the Anammox bacteria to grow to the point they are effectively removing ammonia nitrogen.

### **INFORMATIONAL ITEMS**

Debra Armstrong stated that the Performance/Flow Monitoring and Engineering Progress reports are included in the board packet.

There were no other comments or questions.

### **ADJOURNMENT**

Don Russell made a motion to adjourn.

MOTION: Don Russell

SECOND: Ben Ford

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, Ben Ford, Craig Giles, Kim Galbraith, and Cheryle Hatch.

The meeting adjourned at 4:32 p.m.

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Cindie Foote  
Board Secretary