

**MINUTES**  
**CENTRAL VALLEY WATER RECLAMATION FACILITY**  
**Thursday, December 21, 2023**  
**Central Valley Board Room**  
**12:00 p.m.**

**Board Members Present:**

Chair Debra Armstrong	Granger-Hunter Improvement District
Vice Chair Don Russell	Taylorsville-Bennion Improvement District
Member Wesley Fisher	Cottonwood Improvement District
Member Jeff Monson	Kearns Improvement District
Member Keith Lord	Mt Olympus Improvement District
Alternate Member Ben Ford	Murray City
Member LeAnne Huff	City of South Salt Lake

**Staff Members Present:**

Phillip Heck	General Manager
Brandon Heidelberger	Assistant General Manager
Justin Zollinger	Chief Financial Officer
Graham Gilbert	Legal Counsel
Justin Zollinger	Chief Financial Officer
Jacob Crookston	IT Manager
Sharon Burton	Plant Superintendent
Bryan Mansell	Chief Engineer
LeAnn Dipo	Human Resources Manager
Cindie Foote	Employee Services Manager

**Member Entity Representatives Present:**

Greg Neff	Cottonwood Improvement District
Spencer Evans	Cottonwood Improvement District
Kerry Eppich	Mt Olympus Improvement District
Stephen Rohwer	Mt Olympus Improvement District
Giles Demke	Mt Olympus Improvement District
James Woody Woodruff	Kearns Improvement District
Brandon Richards	Murray City
Mark Chalk	Taylorsville-Bennion Improvement District
Bruce Hicken	Taylorsville-Bennion Improvement District
Troy Stout	Granger Hunter Improvement District

**Visitors Present:**

Trevor Lindley	Brown and Caldwell Engineers
Mark Hansen	Brown and Caldwell Engineers
Neil Kunz	Brown and Caldwell Engineers
Tim Yatsco	Brown and Caldwell Engineers
Daniel Griffin	Department of Water Quality
Darrell Child	Olympus Insurance
Brian Child	Olympus Insurance

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 and led the Pledge of Allegiance.

At 12:05 p.m. Debra Armstrong paused the meeting for the annual holiday luncheon.

At 12:50 p.m. the meeting reconvened.

### **WELCOME NEW BOARD MEMBER – KEITH LORD**

Debra Armstrong welcomed Keith Lord to the Board. Mr. Lord will be representing Mt Olympus Improvement District.

### **APPROVAL OF MINUTES**

Jeff Monson made a motion to approve the minutes of the November 16, 2023 Board meeting as presented.

MOTION: Jeff Monson

SECOND: Don Russell

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

### **PUBLIC COMMENTS**

No comments were received.

### **GENERAL MANAGER COMMENTS**

1. **Rocky Mountain Power Rebate** – We received an email indicating RMP will be issuing a rebate check in the next three weeks in the amount of \$167,000 for one of the energy saving measures implemented for the BNR project. The project is saving the Facility approximately \$98k per year in electrical energy costs.
2. **New Roots Garden Information** – In the information section of the board book is a recap prepared by the International Rescue Committee – New Roots Program which outlines the statistics on the Central Valley Garden’s yield and impacts for the families who use the garden.

### **PROPERTY INSURANCE PROPOSAL APPROVAL**

Mr. Darrell Child from Olympus Insurance presented an insurance market update along with a summary of the current coverage program. These include property insurance; liability insurance; workers compensation; crime and cyber liability; fiduciary liability; ID fraud; and pollution liability.

Mr. Keith Lord questioned the rebate information on the builder's risk insurance program. Mr. Child and Dr. Heck explained that after buildings are completed they are moved off the builder's risk insurance and onto the general liability program, which is less expensive. Because builder's risk is paid up front and for a longer period, this creates a premium credit. We will pay the full insurance premium and then will receive a refund for that portion.

Wes Fisher made a motion to approve the insurance proposal from Olympus Insurance in the amount of \$963,990.

MOTION: Wes Fisher

SECOND: Jeff Monson

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

#### **AWARD OF CONTRACT – DEWATERING BUILDING PROJECT**

Mr. Brandon Heidelberger gave a background on the project. The bid request went out in October 2023 with a due date of December 18<sup>th</sup>. Bids were opened in alphabetical order.

The engineers estimate range was established following design and after the rapid increase/escalation in cost of labor and materials for the project. The range was estimated between \$45 million to \$58 million with a midpoint of \$51.5 million.

The low bid by Gerber Construction was responsive and in compliance with the contract documents and within range of the estimate. The bid was \$56,152,514.

Mr. Fisher asked why we were using galvanized piping instead of stainless steel. Mr. Heidelberger answered that it was only for the electrical conduit and not the process piping.

Mr. Russell asked what the start and completion dates for this project are. Mr. Heidelberger answered that we anticipate the project to start in February 2024, as the contractor is already mobilized onsite. The construction schedule is approximately 2 1/2 years with an anticipated completion in 2026. This assumes that we will receive electrical gear in a timely manner. This has already been ordered; however, receipt of this equipment has been historically late.

Don Russell made a motion to award the construction contract to Gerber Construction for the Dewatering Building Project in the amount of \$56,152,514.

MOTION: Don Russell

SECOND: Jeff Monson

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

**DISCUSSION AND APPROVAL OF BROWN AND CALDWELL 2024-02  
CONSTRUCTION MANAGEMENT TASK ORDER**

Mr. Heidelberger outlined the tasks under Task Order 2024-02. They are Phase 100 Digester Study and Phase 200 Site Restoration.

Phase 100 Digester Study will include a heating and cooling loop evaluation; process flow diagrams and energy balance; digester conversion alternatives; and an energy optimization plan. The cost for this phase is \$185,000.

Phase 200 Site Restoration will include removal and replacement of existing asphalt and concrete roadways as well as existing curb and gutter; replacement and installation of new sidewalk and access paths; planting water efficient landscaping; replacement and connection of the plant irrigation system; demolition and/or reuse of abandoned trickling filters. The cost for this phase is \$350,000.

Keith Lord asked where the cost for Phase 100 is located in the 2024 budget. Mr. Heidelberger responded that it is inside the Engineering Services budget which is included in the 2024 budget.

Keith Lord made a motion to approve the Brown and Caldwell 2024 Construction Management task order in the amount of \$535,000.

MOTION: Keith Lord  
SECOND: LeAnne Huff

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

**DISCUSSION AND APPROVAL OF PROPOSED FEBRUARY 2024 – JANUARY  
2025 MEETING SCHEDULE**

Mrs. Cindie Foote presented a proposed annual meeting schedule. There has been interest in changing the meeting time to 3:00 p.m. The consensus of the board was to move the meeting to 3:00 p.m. beginning in February 2024; selecting July 18, 2024 for the July board meeting as the July 24, 2024 would be the normally scheduled meeting for July and this conflicts with the holiday; and moving the October budget hearing meeting to October 16, 2024 so as not to conflict with WEFTEC.

Ben Ford made a motion to approve the annual board schedule as amended.

MOTION: Ben Ford  
SECOND: Keith Lord

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

**CLOSED SESSION TO DISCUSS THE GENERAL MANAGER'S PERFORMANCE EVALUATION**

At 1:47 p.m. LeAnne Huff made a motion to go into closed session to discuss the General Manager's performance evaluation.

MOTION: LeAnn Huff  
SECOND: Jeff Monson

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

At 3:07 p.m. Wes Fisher made a motion to come out of closed session.

MOTION: Wes Fisher  
SECOND: Don Russell

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, LeAnne Huff, Jeff Monson, Ben Ford, and Wes Fisher.

**APPROVAL OF CHANGES TO GENERAL MANAGER COMPENSATION**

Debra Armstrong made a motion to approve the increase to the General Managers compensation to match the salary survey along with the two percent merit increase.

MOTION: Debra Armstrong  
SECOND: LeAnne Huff

The motion passed with the following individual roll call vote:

Don Russell	Aye
Keith Lord	Aye
LeAnne Huff	Aye
Jeff Monson	Aye
Ben Ford	Aye
Wes Fisher	Aye

Debra Armstrong made a motion to award a 3.35 percent bonus.

MOTION: Debra Armstrong  
SECOND: LeAnne Huff

The motion passed with the following individual roll call vote:

Debra Armstrong	Aye
Don Russell	Aye
Keith Lord	Nay
LeAnne Huff	Aye
Jeff Monson	Aye
Ben Ford	Aye
Wes Fisher	Aye

At 3:10 p.m. LeAnne Huff and Wes Fisher left the meeting.

### **INFORMATIONAL ITEMS**

Debra Armstrong stated that the financial, performance/flow monitoring, engineering projects, and New Roots garden reports are included in the board packet.

There were no further comments or questions.

### **ADJOURNMENT**

Jeff Monson made a motion to adjourn.

MOTION: Jeff Monson

SECOND: Ben Ford

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Keith Lord, Jeff Monson, and Ben Ford.

The meeting adjourned at 3:13 p.m.

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Cindie Foote  
Board Secretary