

**MINUTES**  
**CENTRAL VALLEY WATER RECLAMATION FACILITY**  
**Wednesday, January 28, 2026**  
**Central Valley Board Room**  
**3:30 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 Ami Neff        | Mt Olympus Improvement District           |
| Member Cheryle Hatch   | Kearns Improvement District               |
| Member Brett Hales     | Murray City                               |
| Member LeAnne Huff     | City of South Salt Lake                   |

**Staff Members Present:**

|                      |   |
|----------------------|---|
| Phil Heck            | General Manager                           |
| Brandon Heidelberger | Assistant General Manager                 |
| Justin Zollinger     | CFO                                       |
| Jake Crookston       | IT Manager                                |
| Bryan Mansell        | Chief Engineer                            |
| Cindie Foote         | Employee Services Manager/Board Secretary |
| Amanda Stoudt        | Plant Engineer                            |
| Sharon Burton        | Facility Superintendent                   |
| Chris Reilley        | Maintenance Manager                       |

**Member Entity Representatives Present:**

|                  |   |
|------------------|---|
| Greg Neff        | Cottonwood Improvement District           |
| Giles Demke      | Mt Olympus Improvement District           |
| Stephen Rowher   | Mt Olympus Improvement District           |
| Jason Helm       | Granger-Hunter Improvement District       |
| James Woodruff   | Kearns Improvement District               |
| Ben Ford         | Murray City                               |
| Brandon Richards | Murray City                               |
| Mark Chalk       | Taylorsville-Bennion Improvement District |

**Member Entity Representatives Present Electronically:**

|              |   |
|--------------|---|
| Bruce Hicken | Taylorsville-Bennion Improvement District |
|--------------|---|

**Visitors Present:**

|              |                              |
|--------------|------------------------------|
| Neil Kunz    | Brown and Caldwell Engineers |
| Ryan Overman | Brown and Caldwell Engineers |

**Visitors Present Electronically:**

|               |                           |
|---------------|---------------------------|
| Skyler Davies | 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. Don Russell led the Pledge of Allegiance.

## **APPROVAL OF MINUTES**

Don Russell made a motion to approve the minutes of the December 18, 2025 meeting as presented.

MOTION: Don Russell

SECOND: Cheryle Hatch

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnne Huff, and Wesley Fisher.

## **PUBLIC COMMENTS**

No comments were received.

## **GENERAL MANAGER COMMENTS**

1. Welcome to our newest board member Ami Neff, Mt Olympus Improvement District and returning board member Wesley Fisher representing Cottonwood Improvement District.
2. The new BNR process continues to progress with similar results as were reported at the last board meeting. In the February Board Strategy Session, we will present more data. Samples of water were shown. Three clear bottles contained plant influent, plant effluent, and tap water. Influent was dirty, and there was no discernable clarity difference between plant effluent and the tap water.

## **ELECT OFFICERS – CHAIR AND VICE CHAIR**

Cindie Foote called for nominations for Board Chair. LeAnne Huff nominated Debra Armstrong. No other nominations were made.

LeAnne Huff made a motion to re-elect Debra Armstrong to the position of Chair.

MOTION: LeAnne Huff

SECOND: Wesley Fisher

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnne Huff, and Wesley Fisher.

Cindie Foote called for nominations for Board Vice Chair. Debra Armstrong nominated Don Russell. No other nominations were made.

Debra Armstrong made a motion to re-elect Don Russell to the position of Vice-Chair.

MOTION: Debra Armstrong

SECOND: LeAnne Huff

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnne Huff, and Wesley Fisher.

### **COMMITTEE ASSIGNMENTS**

Cindie Foote called for volunteers from the Board to serve on the Retirement Committee and the Employee Services Committee. The Retirement Committee meets once annually to review the investment lineup for the Facility's retirement programs. The Employee Services Committee meets on an as-needed basis for compensation and employee policy discussions that may come to the Board for approval. This year the committee will be reviewing the salary survey that will be conducted according to the Administrative Policy.

Don Russell volunteered to serve on the Retirement Committee, with no alternate member at this time.

Debra Armstrong and Cheryle Hatch volunteered to serve on the Employee Services Committee.

### **DISCUSSION/APPROVAL OF 2026 BOARD MEETING SCHEDULE**

Cindie Foote stated that in the December board meeting, the meeting schedule was set with the suggestion of coming back in the January board meeting after the new board members are seated to reevaluate the meeting time and schedule. After reviewing the schedule, there is a conflict in the June 18<sup>th</sup> meeting, as CVWRF observes the 2026 Juneteenth holiday on this date. Cheryle Hatch suggested Monday, June 29, 2026. The consensus of the board was to keep the meeting time at 3:30 p.m.

Wesley Fisher made a motion to change the June board meeting date to June 29, 2026.

MOTION: Wesley Fisher

SECOND: Ami Neff

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnn Huff, and Wesley Fisher.

### **2025 GRAMA REQUEST ANNUAL REPORT**

Cindie Foote reported that there were no GRAMA requests in 2025.

### **AWARD OF CONTRACT – ADMIN HVAC UPGRADES PROJECT**

Mr. Brandon Heidelberger stated that as part of the asset management program, CVWRF has been replacing/upgrading HVAC systems in buildings that have old, worn-out systems. Portions of the Administration Building's HVAC system and related control components are approximately 35 years in age and in need of replacement. This project includes removal and demolition of the existing HVAC equipment and will be replaced with new, energy-efficient HVAC units with modern controls that match the control system standards used in the new buildings at CVWRF. The building's existing ductwork will be reused in the new system with

portions of it cleaned for better airflow. This project is one of the energy efficiency projects at CVWRF that are being tracked for potential incentives/energy savings reimbursement through Rocky Mountain Power's Wattsmart® energy management program.

WHW Engineering completed a design package and bid documents for the project. Four contractors attended the pre-bid meeting, and three bids were received and then opened on January 20, 2026. The low bid was from Mountain Valley Mechanical. There was a bid alternate option for installing new boilers versus relocating existing units that were replaced in 2022. We recommend relocating and incorporating the existing boilers into the project and not purchasing the new boilers due to the additional cost.

The engineer's estimate for this project is approximately \$1.6 M including a 10 percent construction contingency. CVWRF allocated \$2.0 M in the current 2026 budget for this project. The bid from Mountain Valley Mechanical met the requirements of the bid documents and is in-line with the estimated project costs and CVWRF budget.

Cheryle Hatch asked about the type of boiler used and its efficiency. Chris Reilley, Maintenance Manager, indicated that they are more efficient than using general furnace air heating units.

Cheryle Hatch made a motion to approve the contract to Mountain Valley Mechanical for the Administration Building AHU Upgrades project in the amount of \$1,436,130, not including the alternate bid.

MOTION: Cheryle Hatch  
SECOND: Wesley Fisher

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnne Huff, and Wesley Fisher.

## **AWARD OF CHANGE TO BNR UPGRADES – AERATION BASIN NO. 2 DIFFUSER REPLACEMENT**

Mr. Heidelberger presented a PowerPoint which depicted the current condition of Aeration Basin No. 2. The existing Aeration Basin 2 air diffuser system was last replaced with a Sanitaire diffuser system between 2006 and 2008. The original intent of the BNR Basins project was for Gerber Construction to clean-out snails/debris in Aeration Basin 2, modify the basin inlet and outlet gates, remove every other diffuser lateral pipe, and protect in place the remaining air diffusers and piping for incorporation into the new BNR treatment process. New membrane diffuser elements were to be installed to replace the ceramic diffuser elements, but no replacement of the existing air diffuser piping and diffuser bodies was included as part of the project when it originally was designed in 2018 through 2019. At that time, the diffuser system was thought to be in satisfactory condition to reuse in the new process after 10 to 12 years of operation. The anticipated life span of an air diffuser system is around 20 years depending on the quality of piping, diffuser materials of construction, operational

stresses, and construction. After draining the basin, lateral breaks and stress cracking at diffuser body connections to the lateral piping were discovered at many locations throughout the system. This can happen over time due to heat stress from the aeration blowers and normal pressurization and depressurization of the system. The weight of the snails and debris on the diffuser assemblies when the basins were emptied also was a likely contributing factor to the failures.

Because of the poor condition of the air diffuser system, we requested pricing from three manufacturers to evaluate replacement options. So far, we have received pricing from EDI. EDI is the current supplier of the new system in Aeration Basin No. 1. The new air diffuser system will be constructed to match the quality of materials in Aeration Basin 1, which is much higher than the system previously used in Aeration Basin No. 2.

In order to maintain the construction schedule and mitigate delays in completing work in Aeration Basin 2 and the project overall, we recommend approving a cost not to exceed budget for the change order based on pricing received from EDI. If pricing from either Sanitaire or SSI is lower than EDI, then they will be selected for supplying the diffuser system with the final cost of the change order being reduced correspondingly. Authorizing the change order now will allow Gerber to continue clean-up and refurbishment of the basins and will reduce the labor costs. The credit for the reduced labor will be applied to the final change order to reduce costs overall. Gerber is currently working on an estimate for what the reduction in labor will be.

Budget for this additional work will be allocated from both the \$2 million change order contingency included with the BNR Basins project and from available pay-go capital budget from the Administration Building AHU Upgrades project which bid \$550K under budget. We recommend that the Board approve a change to the contract for Construction Contract CC30B to Gerber Construction for the not to exceed amount of \$880,445.

Cheryle Hatch asked about the durability of the plastic air diffusers. Dr. Heck responded that the diffusers that were installed in 2006 were made with very thin wall proprietary PVC pipe, which did not hold up. The new diffusers are made with standard Schedule 40 CPVC pipe, which has a significantly thicker wall and is a more durable product. CPVC is also rated for higher temperatures than standard PVC. This is the best product solution on the market. Dr. Heck also explained that the old trickling filters generated thousands of cubic yards of snails annually. These snails shells settled throughout the channels, clarifiers and aeration basins. In the aeration basins, the snails shells piled up on the diffusers and piping imparting a heavy load that the system was not designed for. The last two trickling filters will be taken offline in the next two weeks, and the new process will not produce many snails. This will help reduce the mechanical loading on the new diffuser system.

Don Russell made a motion to approve a change to the contract for Construction Contract CC30B to Gerber Construction for the not to exceed amount of \$880,445.

MOTION: Don Russell

SECOND: Wesley Fisher

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnn Huff, and Wesley Fisher.

### **CAPITAL PROJECTS UDATE**

Mr. Bryan Mansell presented a drone video for the following projects:

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

### **INFORMATIONAL ITEMS**

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

There were no other comments or questions.

### **ADJOURNMENT**

Don Russell made a motion to adjourn.

MOTION: Wesley Fisher

SECOND: LeAnne Huff

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Brett Hales, Cheryle Hatch, LeAnne Huff, and Wesley Fisher.

The meeting adjourned at 4:17 p.m.

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Cindie Foote  
Board Secretary