

**MINUTES**  
**CENTRAL VALLEY WATER RECLAMATION FACILITY**  
**Thursday, March 19, 2026**  
**Central Valley Board Room**  
**3:30 p.m.**

**Board Members Present:**

Chair Debra Armstrong	Granger-Hunter Improvement District
Vice Chair Don Russell	Taylorville-Bennion Improvement District
Member Wesley Fisher	Cottonwood Improvement District
Member Ami Neff	Mt Olympus Improvement District
Member Cheryle Hatch	Kearns Improvement District
Alternate Member Ben Ford	Murray City
Member Clarissa Williams	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
Josh Hunsaker	Operations
Michael Earl	Biosolids
Darin Morris	Operations
Austin Petersen	Operations
Jonathan Porter	Operations
Brady Adams	Operations
Shawn Groberg	Operations
Quint Ewell	Operations
Wade Hamblin	Operations
Mark Cooley	Operations
Jeremy Larsen	Operations
Colinrae Gonzalez	Operations
Scott Kerkman	Operations

**Staff Members Present Electronically:**

Graham Gilbert	Legal Counsel
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**Member Entity Representatives Present:**

Greg Neff	Cottonwood Improvement District
Spencer Evans	Cottonwood Improvement District
Giles Demke	Mt Olympus Improvement District
Jason Helm	Granger-Hunter Improvement District
Brandon Richards	Murray City

**Member Entity Representatives Present Electronically:**

Craig Giles City of South Salt Lake

**Visitors Present:**

Neil Kunz Brown and Caldwell Engineers  
Ryan Overman Brown and Caldwell Engineers  
Steven Rowley Keddington & Christensen CPAs

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 Ben Ford led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Ami Neff made a motion to approve the minutes of the February 19, 2026 strategy session meeting as presented.

MOTION: Ami Neff  
SECOND: Wesley Fisher

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Cheryle Hatch, Clarissa Williams, and Wesley Fisher.

Don Russell made a motion to approve the minutes of the February 19, 2026 board meeting as presented.

MOTION: Don Russell  
SECOND: Clarissa Williams

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Cheryle Hatch, Clarissa Williams, and Wesley Fisher.

Clarissa Williams made a motion to approve the minutes of the March 4, 2026 board meeting as presented.

MOTION: Clarissa Williams  
SECOND: Ben Ford

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Clarissa Williams, and Wesley Fisher. Cheryle Hatch abstained.

## **PUBLIC COMMENTS**

No comments were received.

## **GENERAL MANAGER COMMENTS**

1. Reminder of the annual WEAU conference in St. George, Utah on April 14- 17. The Challenge team will be participating. If attending, please come and support the team.

## **OPERATIONS DEPARTMENT UPDATE**

Sharon Burton, Plant Superintendent presented a PowerPoint outlining the Operations department's organizational structure, responsibilities and tasks, as well as the team members who complete all the tasks.

Ms. Burton outlined what a day in the life of an operator looks like. This includes sampling; area rounds; preventative maintenance work orders; service area care; process optimization; and data review.

The numbers tell the story. In 2025, 17.8 billion gallons of water were treated, 267,728,475 cubic feet of digester gas was produced; 40.9 million pounds of BOD was removed; 31.7 million pounds of TSS was removed; 481,000 pounds of ammonia removed. There were five major process start-ups. The Operations team completed over 2,000 work orders in 2025.

The PowerPoint presentation is attached to these minutes and incorporated by this reference.

## **2025 AUDIT REPORT PRESENTATION**

Mr. Justin Zollinger introduced Mr. Steven Rowley from Keddington & Christensen Certified Public Accountants, the Facility's auditors.

Mr. Rowley discussed the process of the audit and the resulting findings. It is the opinion of the auditors that the Financial Statements present the Facility's financial position fairly in all material respects. This is an unmodified opinion and is as clean of an opinion as an entity can receive. He recommended reading the Management Discussion and analysis (MD&A), which gives an excellent description of the operations of the Facility and changes that have occurred in 2025.

The Government Auditing Standards Report is separated into two sections; Internal Controls over Financial Reporting – the process and procedures of tracking money coming in and expenditure process; Compliance and Other Matters. The audit does not give an opinion, however, if there were weaknesses in these controls or compliance it would be reported in this section. According to their tests, there were no weaknesses or deficiencies in internal controls or in compliance.

There were no questions regarding the audit presentation.

Mr. Justin Zollinger presented the annual financial statement highlights. They are:

- The Facility invested significant resources in construction in process (CIP) during 2025, with \$43,844,934 going into plant upgrades.
- The Facility activated \$212,180,335 capital assets into service during 2025, including activating most of the BNR process.
- There is \$97,108,262 of construction in progress at the end of 2025.
- The 2017B series bond was paid off in 2025.
- The Facility paid off \$13,899,000 in bonds in 2025.
- The Digester 1, 2, and 5 project was bid out and awarded for \$25,479,576. This is the final project to be completed from the 2024A bond proceeds.

The Facility's balance sheet was discussed which shows year end 2025 as compared to year end 2024. Assets exceeded liabilities by \$203,565,620 as of December 31, 2025. The largest portion of the Facility's net position, \$161,479,716, reflects its net investment in capital assets.

Mr. Zollinger explained the schedule of statements of revenues, expenses, and changes in net position for the Facility. In 2025, the Facility had total revenues of \$32,756,983, total expenses of \$50,698,977 with member entity contributions of \$37,133,619 resulting in a change in net position of \$19,191,625.

The major capital additions in 2025 included:

- Dewatering building construction \$16,972,036
- Nutrient removal process construction \$9,500,063
- Thickening building construction \$7,544,278
- Digester 1, 2, & 5 rehabilitation \$4,626,619
- Side-stream nitrogen equipment \$1,438,628
- Blower building construction \$1,375,739
- Site restoration \$1,088,240
- Central Valley Road Slip Lining \$825,156
- Rolling stock \$545,495

Wesley Fisher made a motion to accept the 2025 Financial Audit as presented.

MOTION: Wesley Fisher

SECOND: Don Russell

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Cheryle Hatch, Clarissa Williams, and Wesley Fisher.

## **ANNUAL RETIREMENT COMMITTEE REPORT**

Mr. Zollinger reported on the Annual Retirement Committee meeting held on March 18, 2026. Don Russell, the board representative on the committee, attended the meeting. The primary items discussed included changes to the investment lineup and business planning. The committee reviewed the current investment options and noted that CVWRF offers 24 options, slightly above the industry average of 21. After evaluating the options, the committee considered whether any should be removed but ultimately decided to maintain the existing lineup.

Additionally, the committee discussed the 2025 watch list. The AF American Mutual Fund remained on the list, and two additional funds were added for monitoring: the PIFSH Term Inc. and the Victory Sycamore Value Fund.

The next item on the agenda was business planning. Mr. Zollinger provided background on a discussion held in November 2025 with the board regarding the option for employees to opt-in or opt-out of Social Security. This would allow employees who are not fully qualified with Social Security to contribute the necessary amounts to qualify for base or enhanced benefits. To explore the feasibility and legality of this option, CVWRF hired a law firm. The law firm's opinion confirmed that CVWRF could amend the retirement plan to allow for this option. The committee recommends that the board consider this approval of the amendment at a future meeting.

## **LEGISLATIVE UPDATE**

Dr. Phil Heck informed the board that the legislative session had recently concluded, and several bills related to water issues had been introduced. The bill of particular concern to the WFWQC was HB 501, which the board opposed. This bill proposed setting a rate of 1.5% of MAGI as a prerequisite for receiving financial assistance from the Water Quality Board for loans. It would have required entities to raise their rates to this level before being eligible for assistance. However, the bill's wording was amended to exempt regional treatment facilities, such as Central Valley, which serve a more regional role and do not directly interface with customers. Despite this change, the bill would not have exempted districts. Ultimately, the bill did not pass, but it is expected to be reintroduced either during the interim session or in the next legislative session.

## **UPDATE ON MEETING WITH DWQ – PROPOSED BIOSOLIDS PFAS RULE**

Dr. Heck discussed ongoing efforts with the WFWQC regarding a biosolids PFAS rule and presented a draft rule, which was later turned over to the law firm Holland & Hart to be formalized into an official rule. The aim is to propose this rule to the Division of Water Quality (DWQ) and have it adopted. The rule would regulate PFAS limits in biosolids and establish guidelines for land application. Several states have already adopted similar rules, and this proposed rule would help set terms that CVWRF and other treatment facilities can comply with. Additionally, it would provide legal liability coverage for facilities land-applying

biosolids and establish reasonable terms before other, potentially more restrictive rules are drafted by different parties.

Leadership from WFWQC met with DWQ leadership last week and plans to present the rule to the Water Quality Board in April. This will provide an opportunity for the Water Quality Board to review the proposal and consider adopting it. The rule, as drafted, would apply to wastewater treatment plants with a capacity of over 2 MGD, requiring them to comply with the rule's provisions. Additionally, the rule would mandate the sampling and analysis of PFAS in biosolids, with a sampling schedule based on the facility's size and the volume of biosolids disposed of annually. For facilities of CVWRF's size, six samples per year would be required, while smaller facilities may only need to sample once or twice per year.

Another key aspect of the rule is the establishment of PFAS response action triggers. If PFAS levels exceed certain thresholds, this may restrict land application activities. These response actions are modeled after rules already adopted by other states with PFAS regulations in place.

#### **CAPITAL PROJECTS UDATE**

Ms. Amanda Stoudt presented a drone video of the following projects:

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

Mr. Bryan Mansell provided an update on the Collection System capital improvement projects. He reported that most of the collection system has been lined, with only two remaining areas that still need attention. The first area is a 42-inch diameter concrete pipe running from 4500 South along 500 West up to the Murray City meter station, covering approximately 2,000 linear feet. Pictures of the pipe were shown, which displayed erosion and spalling in several areas, though no rebar was visible at this time. The second area requiring an update is the old 16-inch diameter force main serving South Salt Lake City, which spans about 3,500 linear feet. While the new force main, installed for redundancy, is currently in use, the old line still needs to be rehabilitated.

Additionally, Mr. Mansell highlighted several large vaults located in various areas that need rehabilitation. These vaults are approximately 14 feet by 14 feet in size and are situated in parking lots or major roadways. The projects will be prioritized based on data gathered through various methods, with the use of maintenance budgets and potential Pay-Go capital to fund the rehabilitation efforts.

#### **CLOSED SESSION TO DISCUSS THE SALE OR LEASE OF REAL PROPERTY**

At 5:04 p.m. Clarissa Williams made a motion to go into closed session.

MOTION: Clarissa Williams  
SECOND: Wesley Fisher

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Cheryle Hatch, Clarissa Williams, and Wesley Fisher.

At 5:11 p.m. Don Russell made a motion to come out of closed session.

MOTION: Don Russell  
SECOND: Ami Neff

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Cheryle Hatch, Clarissa Williams, and Wesley Fisher.

#### **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**

Ami Neff made a motion to adjourn.

MOTION: Ami Neff  
SECOND: Ben Ford

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Don Russell, Ami Neff, Ben Ford, Clarissa Williams, Wesley Fisher, and Cheryle Hatch.

The meeting adjourned at 5:12 p.m.

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Cindie Foote  
Board Secretary