

MINUTES
CENTRAL VALLEY WATER RECLAMATION FACILITY
Wednesday, October 11, 2023
Central Valley Board Room
4:00 p.m.

Board Members Present:

Chair Debra Armstrong	Granger-Hunter Improvement District
Alternate Member Greg Neff	Cottonwood Improvement District
Member Giles Demke	Mt Olympus Improvement District
Alternate Member Ben Ford	Murray City
Alternate Member Dennis Pay	City of South Salt Lake

Board Members Present Electronically:

Vice Chair Don Russell	Taylorville-Bennion Improvement District
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Board Members Absent:

Member Jeff Monson	Kearns Improvement District
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Staff Members Present:

Phillip Heck	General Manager
Brandon Heidelberger	Assistant General Manager
Justin Zollinger	Chief Financial Officer
Jake Crookston	IT Manager
Bryan Mansell	Chief Engineer
Cindie Foote	Employee Services Manager

Staff Members Present Electronically:

Graham Gilbert	Legal Counsel
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Member Entity Representatives Present:

Kerry Eppich	Mt Olympus Improvement District
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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.

PUBLIC HEARING ON THE TENTATIVE 2024 BUDGET

Mr. Justin Zollinger stated that no changes had been made to the 2024 Tentative budget since being adopted by the Board in September.

Debra Armstrong opened the public meeting.

No comments were received.

Debra Armstrong closed the public hearing at 6: 05 p.m.

Don Russell joined the meeting electronically at 6:09 p.m.

Discussion on Tentative 2024 Budget

At the September board meeting, Mr. Zollinger was asked to do an analysis on whether or not it would be cost effective to bring janitorial services in-house. Mr. Zollinger presented his analysis and findings.

The current annual cost is \$50,125 for the buildings that are currently serviced by the cleaning contractor. The estimated time the contractor employees spend cleaning is 1,800 hours/year resulting in an equivalent hourly rate of \$27.85/hour. The hours are estimated to increase in 2024 to 3,600 hours/year due to the increase in building space and we have been told by the contractor to expect an increase of approximately \$60,000/year bringing the total contractor cost to \$110,000/year and equivalent rate to \$30.56/hour. To bring the cleaning in-house, CVWRF would need to hire two full-time employees at a cost of \$80,000/year including wages and all benefits which equals \$160,000/year or \$38.48/hour. Based on these projections, it makes best financial sense to continue with contracting out the cleaning services. Cleaning services will be rebid next year and if the costs are substantially different it is recommended that this analysis be revisited.

ADJOURNMENT

Giles Demke made a motion to adjourn.

MOTION: Giles Demke

SECOND: Debra Armstrong

The motion passed with the following individuals voting in the affirmative: Debra Armstrong, Dennis Pay, Giles Demke, Greg Neff, Ben Ford, and Don Russell.

The meeting adjourned at 6:09 p.m.

Cindie Foote
Board Secretary