

**MINUTES**  
**CENTRAL VALLEY WATER RECLAMATION FACILITY**  
**Wednesday July 18, 2024**  
**Central Valley Board Room**  
**3:00 p.m.**

**Board Members Present:**

Chair Debra Armstrong	Granger-Hunter Improvement District
Vice Chair Don Russell	Taylorville-Bennion Improvement District
Member Kim Galbraith	Cottonwood Improvement District
Member Cheryle Hatch	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
Jake Crookston	IT Manager
Kevin Gallagher	Construction Supervisor
Bryan Mansell	Chief Engineer
Navneet Prasad	Electrical Controls Engineer
Chris Reilley	Maintenance Manager
Cindie Foote	Employee Services Manager

**Member Entity Representatives Present:**

Greg Neff	Cottonwood Improvement District
Greg Anderson	Kearns Improvement District
Giles Demke	Mt Olympus Improvement District
Stephen Rohwer	Mt Olympus Improvement District
Jason Helm	Granger Hunter Improvement District
Brandon Richards	Murray City
Mark Chalk	Taylorville-Bennion Improvement District

**Visitors Present:**

Trevor Lindley	Brown and Caldwell Engineers
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**Visitors Present Electronically:**

Dan Griffin	Department of Water Quality
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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. Cheryle Hatch led the Pledge of Allegiance.

## **APPROVAL OF MINUTES**

Cheryle Hatch made a motion to approve the minutes of the June 26, 2024 board meeting as presented.

MOTION: Cheryle Hatch

SECOND: Kim Galbraith

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

## **PUBLIC COMMENTS**

No comments were received.

## **GENERAL MANAGER COMMENTS**

- 1. Facility Site Tour Reschedule** – Due to weather heat warnings, the facility tour will be rescheduled to August 28, 2024, immediately following the board meeting. There will be some walking, but golf carts will be available to use between buildings.
- 2. CVWRF Golf Tournament** – Will be held August 12<sup>th</sup>. A mailer has been sent to all member entities with details. Contact Jeremy Deppe at CVWRF for registration.

## **PROPOSED CHANGES TO THE EMPLOYEE HANDBOOK**

Mrs. Cindie Foote stated that she has completed the annual review of CVWRF's Employee Handbook and the Board's Administrative Policy. No changes or updates were made to the Administrative Policy. The proposed changes to the Employee Handbook are:

**Certification Requirement section** – striking the words “testing cycles”. The State of Utah DEQ has moved from twice a year paper exams to computer-based testing which is now offered year-round. The stricken language refers to previously held testing cycles.

**Travel Policy and Vehicle Use Policy** – In 2023, the Board amended the Administrative Policy to add language in the Travel Policy and Vehicle Policy. These two policies have now been added to the Employee Handbook.

Cheryle Hatch questioned whether “incidental ground transportation” includes the use of services such as Uber and Lyft. Mrs. Foote responded that it does include these services.

Kim Galbraith made a motion to approve the changes made to the Employee Handbook as outlined in the board book.

MOTION: Kim Galbraith

SECOND: Don Russell

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

## **BIOSOLIDS LAND APPLICATION – FAIRFIELD PROPERTY**

Dr. Heck stated that beginning the week of July 4, 2024, we began trucking biosolids out to the property and began land applying. We prepared the property by creating a berm around the designated area of the property to control runoff. We are taking two trucks per day, two days per week, which is only a portion of biosolids, as we are still obligated under the contract with Marriott to deliver a minimum amount to their property. The property in Fairfield was always designated as an alternate biosolids application site and by land applying we maintain that specified use.

Two videos were shown of the land application done on the property. We have leased a tractor that pulls a biosolids spreader that slings the product out of the side. The video shows this process as well as the berm we created around the field.

We have not received any feedback from the Town or from neighbors regarding odor or any issues related to the land application. This time of year is optimal for land application, as the solids that are spread dry very quickly.

Cheryle Hatch asked about the application process and whether it is tilled into the ground. Dr. Heck responded that it is just laid on top and is not tilled in. The biosolids basically meld with the soil as the grass grows.

Keith Lord asked if we would be seeding the site. Dr. Heck responded that we have not seeded the site. We have spoken with the Department of Natural Resources (DNR) regarding planting or seeding native grasses and plants. On our behalf, DNR put in a grant request for CVWRF and we were awarded \$40,000. The restrictions/covenants of accepting the grant required us to sign an access agreement for walk on hunting on the property. We have not received the actual agreement yet, however there are several issues that concern us as it relates to the terms in our Permit. One of the primary Permit issues includes prohibiting public access for 30 days to places where biosolids have been applied. We would not have control of who/when or where a person may come or go on our property. Because of the access requirements, we most likely will not accept the grant and may plant grasses on our own.

Dr. Heck stated that the field on which we are land applying is approximately 270 acres, which is about ten percent of the property. It is our intent to land apply on the entire area. Our Permit contains a specific application rate and when calculated on our owned property in Fairfield, it would take approximately one year to land apply to the entire 2,700 acres. This calculation assumes trucking all our biosolids production to the site. At this time we are only applying 10-15 percent of capacity and at that rate it would take several years to reapply on the same area.

### **CAPITAL PROJECTS UPDATE**

Mr. Kevin Gallagher presented a drone video of the following projects:

Thickening and Straining Building Project  
Dewatering Building Upgrade Project

**CLOSED SESSION TO DISCUSS THE LEASE OR SALE OF REAL PROPERTY  
AND POTENTIAL LITIGATION**

At 3:22 p.m., LeAnne Huff a motion to go into closed session to discuss the lease or sale of real property and potential litigation.

MOTION: LeAnne Huff

SECOND: Ben Ford

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

At 3:48 p.m., Cheryle Hatch made a motion to come out of closed session.

MOTION: Cheryle Hatch

SECOND: LeAnne Huff

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

**INFORMATIONAL ITEMS**

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

There were no comments or questions.

**ADJOURNMENT**

Don Russell made a motion to adjourn.

MOTION: Don Russell

SECOND: LeAnne Huff

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

The meeting adjourned at 3:49 p.m.

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Cindie Foote  
Board Secretary