

# *Roy Water Conservancy District*

## **Minutes of Board Meeting**

August 9, 2023

5:00 p.m.

The following are minutes of the Board of Trustees regularly scheduled board meeting that was held at Roy Water Conservancy District, located at 5440 Freeway Park Drive, Riverdale, UT 84405, on Wednesday, August 9, 2023, at 5:00 p.m.

**Present:** Mark Ohlin, Chair; Gary L. Newman, Vice-Chair; Jon S. Ritchie and Gary S. Adams, Trustees; Rodney Banks, Manager/Treasurer; Linda Toupin, District Clerk; and Courtney Harris, Records Clerk.

**Excused:** Chad Zito, Trustee

**I. CALL TO ORDER.** Chair Ohlin called the meeting to order at 5:00 p.m. and welcomed everyone present.

**II. PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was led by Mr. Adams.

**III. APPROVAL OF MINUTES.** Mr. Ritchie made a motion to accept and approve the minutes of July 12, 2023, Board meeting as written. Mr. Newman seconded the motion. The motion carried unanimously.

### **IV. BUSINESS.**

**A. Public Comments.** As no members of the public were present, Chair Ohlin closed the floor for public comments.

**B. Appointment of Vice Chair.** Mr. Banks said Section 2.4 of the District's Board of Trustees Bylaws says, "any officer may resign from their office at any time by giving either verbal or written notice to the Board or to the Clerk of the District." Mr. Banks said Mr. Newman had given notice of resignation from the position of Vice Chair of the Board of Trustees. Mr. Banks said that will require an appointment take place to fill the Vice Chair position until the end of its term, which would be January 1, 2025. Chair Ohlin and the Board expressed their appreciation for Mr. Newman's service as Vice Chair. Mr. Banks told Mr. Newman that he and District staff appreciate everything Mr. Newman has done in his position on the Board and as Vice Chair.

Mr. Newman made a motion to appoint Jon S. Ritchie as Vice Chair to serve out the remainder of his term. Mr. Adams seconded the motion. The motion carried unanimously.

**C. Consideration of Progress Payment for Secondary Water Metering Project Phase 4.** Mr. Banks said approximately 760 meters have been installed so far by Leon Poulsen Construction. Mr. Ritchie said District staff has been very responsive to issues and complaints from customers.

Mr. Newman made a motion to approve a progress payment for the Secondary Water Metering Project Phase 4 in the amount of \$118,916.25 to Leon Poulsen Construction. Mr. Ritchie seconded the motion. The motion carried unanimously.

**D. Consideration of Progress Payment for Secondary Water Metering Project Phase 5.** Mr. Banks said the contractor is allowed to invoice up to 50% of the mobilization in their first request for payment. Mr. Banks said Post Construction has been working for three days and have already installed 37 meters.

Mr. Adams made a motion to approve a progress payment for the Secondary Water Metering Project Phase 5 in the amount of \$118,750.00 to Post Construction. Mr. Newman seconded the motion. The motion carried unanimously.

**E. Consideration of Final Payment for Security Cameras.** Mr. Banks said Stone Security completed the work on the security cameras. Mr. Banks said the cameras have been up and working for a while, and the job is now complete.

Mr. Ritchie made a motion to approve a final payment for the security cameras in the amount of \$28,627.64 to Stone Security. Mr. Adams seconded the motion. The motion carried unanimously.

**F. Consideration of Verizon Wireless Agreement.** Mr. Banks said Verizon Wireless had not yet contacted him regarding his counterproposal to the agreement. Mr. Banks said Verizon's current contract is almost expired so there is an element of urgency to finalize the agreement soon.

**G. Consideration of EME Mechanical Development Agreement.** Mr. Banks said this proposed development is located at 4608 South 3500 West in West Haven. Mr. Banks said it will be an HVAC mechanical shop. Mr. Banks said there is a mainline in 3500 West they will connect to with a 1" lateral and meter, and the parcel has had water previously allocated to it.

Mr. Newman made a motion to approve the EME Mechanical Development Agreement. Mr. Adams seconded the motion. The motion carried unanimously.

## **V. REPORTS FROM MANAGER AND TRUSTEES.**

**A. NWRA Western Water Seminar, August 2-4, 2023.** Mr. Banks attended this seminar in North Dakota and said it was interesting to see how they deal with water issues in that area. Mr. Banks said it was a good conference.

**B. Manager & Trustees Reports.** Mr. Banks said a consulting company is working with Roy City on a Community Reinvestment Area (CRA), which were previously known as an RDA or Redevelopment Area. Mr. Banks said they are proposing taking 70% of the District's ad valorem tax received from the area of about 67 acres surrounding Harmons and apply it to redevelopment. Mr. Banks said it would be approximately \$2,165 per year for twenty years. Mr. Banks said they are willing to make a presentation to the Board in the next meeting if desired. Mr. Banks said the District already contributes about \$1,900 annually to an RDA that has been in place for years, but the District does not have any record of them asking the District to contribute. Mr. Banks said he understands there may be room for negotiation on the amount. Mr. Ritchie said there is a timeline they can present showing when the District can start recouping on its investment as the development is proposed to increase in value. Mr. Ritchie recommended inviting the consulting company to present the CRA information, and the Board agreed.

Mr. Banks said the District has received three of the new trucks and is still waiting on two trucks.

Mr. Banks said the District has spent approximately \$4.1 million of the grant money for the secondary water metering project. Mr. Banks said the District will probably receive another \$5 million in grant money, but that has not been made official by the Board of Water Resources. Mr. Banks said the District is still waiting on radios for the meters.

Mr. Banks said as of August 8<sup>th</sup>, East Canyon was 92% full, Echo was 82% full, and the Weber River Basin water year-to-date precipitation was 141% of median.

Mr. Banks said pump #5 is working well and has been running for about a month.

Mr. Newman asked about clam shrimp in the system. Mr. Banks said the District office still had not received any calls reporting issues. Mr. Banks said the District reservoir is unique in that it attracts many birds. Mr. Banks said one theory is that birds transport the clam shrimp from other locations and land in the District reservoir, depositing clam shrimp into this system. Mr. Banks said there is no discernible pattern of where they show up in the system.

**C. Review of Monthly Bank Statements and Cancelled Checks.** Mr. Newman said the audit committee, consisting of himself, Mr. Banks, and Ms. Toupin, met August 8, 2023, and reported no problems or issues with the monthly bank statements, credit card statements, and cancelled checks.

**VI. APPROVAL OF FINANCIAL REPORTS.**

**A. Monthly Financial Report.** Mr. Adams made a motion to approve the monthly financial report. Mr. Ritchie seconded the motion. The motion carried unanimously.

**VII. APPROVAL OF CHECKS.**

**A. Current Checks.** Mr. Newman made a motion to approve the checks for August 9, 2023. Mr. Adams seconded the motion. The motion carried unanimously.

**VIII. ADJOURNMENT.** Mr. Newman made a motion to adjourn at 5:42 p.m. Mr. Adams seconded the motion. The motion carried unanimously.

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Minutes Approved

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Mark Ohlin, Chair

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Recording Secretary