

Roy Water Conservancy District

Minutes of Board Meeting

February 12, 2025

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, February 12, 2025, at 5:00 p.m.

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

I. CALL TO ORDER. Chair Ritchie 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. Zito.

III. APPROVAL OF MINUTES. Mr. Newman made a motion to accept and approve the minutes of January 8, 2025, Board meeting as written. Mr. Ohlin seconded the motion. The motion carried unanimously.

IV. BUSINESS.

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

B. Consideration of Progress Payment for Secondary Water Metering Project Phase 5. Mr. Adams made a motion to approve a progress payment for the Secondary Water Metering Project Phase 5 in the amount of \$196,325.61 to Post Construction. Mr. Zito seconded the motion. The motion carried unanimously.

C. Consideration of Progress Payment for Secondary Water Metering Project Phase 6. Mr. Ohlin made a motion to approve a progress payment for the Secondary Water Metering Project Phase 6 in the amount of \$91,620.08 to Post Construction. Mr. Newman seconded the motion. The motion carried unanimously.

D. Consideration of Progress Payment for Secondary Water Metering Project Phase 7. Mr. Zito made a motion to approve a progress payment for the Secondary Water Metering Project Phase 7 in the amount of \$120,170.25 to Paragon Construction Systems. Mr. Adams seconded the motion. The motion carried unanimously.

E. Consideration of Progress Payment for Secondary Water Metering Project Phase 12. Mr. Ohlin made a motion to approve a progress payment for the Secondary Water Metering Project Phase 12 in the amount of \$101,242.79 to Yard Masters. Mr. Newman seconded the motion. The motion carried unanimously.

F. Consideration of Progress Payment for Secondary Water Metering Project Phase 15. Mr. Adams made a motion to approve a progress payment for the Secondary Water Metering Project Phase 15 in the amount of \$23,142.00 to AJC Construction and Excavation. Mr. Ohlin seconded the motion. The motion carried unanimously.

G. Consideration of UDOT Statewide Utility License Agreement. Mr. Banks said UDOT is updating their Statewide Utility License Agreement (SULA) that expired in 2023. Mr. Banks said UDOT would like the SULA

updated before they will work with the District on design work for their 3500 West project. Mr. Banks said the District's attorney is reviewing the agreement and working with the Attorney General's office on a few updates.

Mr. Adams made a motion to approve the UDOT Statewide Utility License Agreement contingent upon District Attorney review and approval. Mr. Zito seconded the motion. The motion carried unanimously.

H. Consideration and Award of 6000 South 1950 West Waterline Replacement Project. Mr. Banks said the District's procurement policy allows for a direct award of construction projects under \$50,000. Mr. Banks said the combined cost of supplies and installation of the 12-inch mainline was under \$50,000.

Mr. Zito made a motion to award the replacement of the 6000 South 1950 West Waterline Replacement Project to E.H. Knudson Construction and material suppliers in the amount of \$42,000.00. Mr. Newman seconded the motion. The motion carried unanimously.

I. Consideration of Roy Liquor Store Development Agreement. Mr. Banks said the development is at 3656 West 5600 South in Roy, just west of Kent's Market. Mr. Banks said the parcel has an existing water allotment and connection with meter.

Mr. Ohlin made a motion to approve the Roy Liquor Store Development Agreement. Mr. Adams seconded the motion. The motion carried unanimously.

J. Consideration of Final Payment for District Culinary Service Waterline. Mr. Banks said the District received a request for final payment for the District's 6-inch culinary water service line.

Mr. Zito made a motion to approve a final payment for the District Culinary Service Waterline in the amount of \$21,350.00 to BHI Construction. Mr. Adams seconded the motion. The motion carried unanimously.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. Wilson Irrigation Company Stockholders Meeting – February 11, 2025. Mr. Banks said he and Mr. Ritchie attended the meeting. Mr. Banks said Wilson Irrigation Company will be automating canal gates in the near future.

B. Manager & Trustees Reports. Mr. Banks said there is a conflict with the June 11, 2025, Board meeting. It was decided by the Board to hold the meeting on June 18, 2025.

Mr. Banks said the Board is required to fill out a conflict of interest form due to HB80 from the Utah State Legislature's 2024 General Session. Mr. Banks originally thought the District Board was exempt because it applied to elected public officers, but "elected" is defined as "elected or appointed" in the bill. Mr. Banks said another stipulation to the bill is the budget of the entity has to be \$10 million or more, which does not normally apply to the District's operating budget; however, due to the metering project grants, the District's budget currently falls within the requirements. Mr. Banks said the District will need to comply with the legislation for a couple of years until the District's operating budget falls back below \$10 million. Mr. Banks said this form is slightly more detailed than the one required by the State Auditor and will need to be placed on the District's website. Mr. Banks said a link to the forms will have to be sent to the Lieutenant Governor's office, and noncompliance will result in a Class B Misdemeanor.

Mr. Banks said BHI is getting ready to do curb and gutter where the D&W bridge was. Mr. Banks said the roadway over the old bridge will be paved when hot mix asphalt is available. Mr. Banks said Sand Ridge Constructors has run into some issues with the 18-inch shot coat main in 5600 South and 2700 West. Mr. Banks

said when they started installing the vault, it was noticed that some of the pipe was crushed. Mr. Banks said the District used Roy City's video camera to assess the damage and noticed a pile of mortar on the bottom of the pipe. Mr. Banks said the water flow would have washed the mortar away if the pipe had been damaged during the water season, and the contractor admitted to damaging the pipe. Mr. Banks said the contractor will be replacing about 20' of pipe as well as the valve. Mr. Banks said the vault on the valve in 5600 South will not be installed at this time. Mr. Banks said Roy City is doing a roundabout project on 6000 South at 3100 West, so an agreement between the District and Roy City will be presented to the Board at the next meeting. Mr. Banks said Roy City is replacing their culinary water line in the project area, so the District will be replacing the secondary mainline through the area.

Mr. Banks said 8,179 meter pits have been installed so far. Mr. Banks said \$2 million of the second grant has been spent. Mr. Banks said the District has received almost 8,300 radios and has received all 1" meters.

Mr. Banks said HB274 in its current form will require the District to start billing by the gallon in 2030. Mr. Banks said the District will need to adopt a new contract that explicitly allows the District to bill by the gallon, and any new connections will need to sign the new contract starting July 1, 2025. Mr. Banks said the District will need to start billing by the gallon in 2030 with a tiered water rate schedule. Mr. Banks said the bill will require the District to contract with the cities in which its secondary services are located to do monthly billing, which would be Roy, Hooper, West Haven, and Riverdale. Mr. Banks is talking to the District's Attorney about whether the existing contracts the District has allow the District to bill by the gallon. Mr. Banks said it will cost the District at least \$1 per month per connection to bill through the cities.

Mr. Banks said as of February 11th, East Canyon was 80% full, Echo was 78% full, and the Weber River Basin snow water equivalent was 83% of median. Mr. Banks said soil moisture was at 48% compared to 69% last year. Mr. Banks said currently almost 99% of the state is in a form of drought, with the District having moved to the moderate drought category on February 6, 2025.

C. Review of Monthly Bank Statements and Cancelled Checks. Mr. Adams said the audit committee, consisting of himself, Mr. Banks, and Ms. Toupin, met February 10, 2025, and reported no problems or issues with the monthly bank statements, credit card statements, and cancelled checks.

VI. FINANCIAL REPORT.

A. Approval of Monthly Financial Report. Mr. Ohlin made a motion to approve the monthly financial report. Mr. Zito seconded the motion. The motion carried unanimously.

VII. APPROVAL OF EXPENSES. Mr. Zito made a motion to approve expenses for February 12, 2025. Mr. Newman seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Newman made a motion to adjourn at 5:43 p.m. Mr. Adams seconded the motion. The motion carried unanimously.

Minutes Approved

Jon S. Ritchie, Chair

Recording Secretary