

**MINUTES OF THE ELECTRONIC MEETING OF THE BOARD OF TRUSTEES, MIDVALLEY IMPROVEMENT DISTRICT, HELD AT 160 EAST 7800 SOUTH, MIDVALE UTAH 84047 ON MARCH 10, 2021 AT THE TIME OF 12:00 NOON, PRUSUANT TO NOTICE.**

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**BOARD OF TRUSTEES PRESENT (ELECTRONICALLY)**

**SONDRA SMITH – CHAIR  
BLAKE ROEMMICH – VICE-CHAIR  
RONALD SPERRY - TRUSTEE**

**OTHER PRESENT (ELECTRONICALLY)**

**MARK BELL – ATTORNEY - REMOTE  
BRAD M POWELL, DISTRICT MANAGER  
CATHY KINGSBURY, TREASURER  
BRENT E CHRISTENSEN, CHIEF FINANCIAL OFFICER, DISTRICT CLERK  
RICK CECALA – OPERATIONS SUPERVISOR**

Meeting was called to order at 12:01 PM by Board Chair Sondra Smith. Ms. Smith reported the meeting is being held electronically due to the Covid-19 virus. The anchor location for the meeting is at Midvalley Improvement District office located at 160 East 7800 South Midvale Utah. The meeting was advertised as an electronic meeting to be held on Zoom with the information on how to attend the meeting using Zoom.

**1. PUBLIC COMMENTS/CERMONIES/PRESENTATION**

- a. No one attending electronically on Zoom or at the District office.

**2. MINUTES**

- a. **Upon motion** made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board approved the minutes of the Board Meeting held on January 13, 2021 as corrected. It should be noted that there was no February 2021 meeting.

**3. ATTORNEY REPORT**

- a. Mr. Bell handed out a Legislative update and stated he will bring the final version back to April's Board meeting with the approved laws that are passed and will affect the District.
- b. Mr. Bell stated he had a conversation with Mr. Powell concerning if the District could use vendors already approved by the Division of Construction Facility Management (DCFM) when going out to bid. Mr. Bell stated as of today this is not allowed, but would be a great idea since the vendors have already been approved by DCFM. Hopefully next year this will be discussed when Legislators meet.

Mr. Bell stated he would like to set up the Trustees annual open meeting training and the employees' ethics training for April or May.

#### 4. GENERAL MANAGER/ENGINEERING REPORT

- a. Mr. Powell updated the Board on the sale of the 2020 F-150 Platinum which sold for \$48,500, the asking price.  
Mr. Powell stated the District received the 2021 Ford F-150 Platinum on January 20, 2021. There are two other F-150's on order; one will be built this week and the other F-150 is tentatively scheduled to be built next week, although no date has been confirmed.
  
- b. Mr. Powell stated in 2014 the District expanded the North Shop by approximately 20-feet to make room for the larger cleaning trucks. Following construction, the District had the contractor return and re-compact the area under the asphalt east of the shop. Recently, Mr. Cecala discovered that the "dirt" under the floor of the expansion area was hollow. Therefore, after receiving two quotes, we had a contractor, "Slab Rite," inject foam under the floor. The cost for this was \$2,100.

Mr. Powell stated Peak Alarm is who the District uses for their current alarm system and they also installed the original system. Recently, sensors for the alarm system have gone out and Peak Alarm stated the system was old and outdated and they did not have replacement parts for the sensors.

Mr. Powell had Peak Alarm give the District a quote to replace all of the alarm equipment and add additional sensors where needed, including movement sensors in the main and south areas of the south shop and a smoke detector in the old shop. In addition, the new system would run over the District's wireless network. Peak Alarm's proposal also includes two cameras that would monitor our outside driving area. The cost is as follows for 3-year contracts:

Admin Building:	\$1,200 plus \$47 per month service
South Shop:	\$1,400 plus \$47 per month service
North Shop:	\$1,600 plus \$47 per month service
Dump Station Cameras:	\$ 600 plus \$96 per month repair service
Total for all	\$4,800 plus \$237 per month service

An alternative to a monthly service fee for the surveillance cameras is to purchase the cameras outright for \$2,900 (total for both cameras). In this case, there would be no monthly service fee but we would have the cameras warranty. The total amount would therefore be \$7,100 plus \$141 per month service.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved Peak Alarm to furnish replacement equipment plus new equipment and that we purchase the cameras outright for a total of \$7,100 and \$141 per month for service.

Mr. Powell stated the District has been with AT&T for the cell phones for as long as he has been with the District, 10 years. Approximately two years ago AT&T moved the District to their First Net, which gives first responders priority access to cell tower in the event of an emergency and over-use of the system. With the emergency last year of the earthquake we found we had no problems making necessary calls.

Mr. Powell recently received a proposal from T-Mobile to switch everything over to their network. While their prices appear great, there is no mention of an equivalent to First Net.

We are happy with AT&T First Net and prefer to stay with them.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved staying with AT&T First Net for the District's cell phone service.

- c. Mr. Powell informed the Board that the Division of Workforce Services (DWS) building on State Street had a water line break underneath their building on February 26, 2021. Besides the damage to the DWS building, water ran into our manhole in the parking lot. Also, water that got into the ground found its way into an old lateral that is still connected to our line. The District has been aware of this lateral for a long time, we are planning to CIPP-line this section of pipe and cut the lateral off. Mr. Cecala is working with Insituform to get this section lined as soon as possible.  
The District has been dealing with the issue for some time and could wait until we have a contract to line more pipes.
- d. Mr. Powell stated on February 8, 2021 he had a bid opening for the Site Improvement Project, officially advertised as the "Midvalley Improvement District – 2021 Parking Lot and Drive Area". The District received three bids and the apparent low bidder was Calvin L Wadsworth Construction Company (Wadsworth) for \$583,792. The other two bids were from Black Forest Paving for \$621,848 and Miller Paving, Inc. \$598,550. After reviewing the Wadsworth bid package, Mr. Powell found that Wadsworth did not include a list of subcontractors, contractor's license, nor a list of previous similar projects, therefore, Wadsworth's bid was deemed non-responsive.  
The next lowest bidder was Miller Paving, Inc. (Miller) for \$598,550. Miller's bid was complete and responsive.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved to award the Midvalley Improvement District - 2021

Parking Lot and Drive Area Project to Miller Paving, Inc. for a lump sum price of \$598,550.

- e. Mr. Powell reported on purchasing a new cleaning truck and stated the Jackson Group Peterbilt in Salt Lake City has a State contract for Peterbilt trucks and we have received a purchase price from them for \$145,969. Owen Equipment has the State contract for the Vactor; which is the same equipment we have used for the past seven years and Mr. Powell would like to purchase a Vactor 2100i. Mr. Powell received a purchase price from Owen Equipment for the Vactor 2100i for \$338,367.08. The total cost for this new cleaning truck would be \$484,336.08.

Mr. Powell would like to sell the District's Freightliner and keep the older Peterbilt.

Mr. Roemmich asked the question, would there be a cost savings to take the newly purchased Peterbilt chassis and put the Vactor equipment from our old Freightliner on the new Peterbilt? After a discussion it was determined that there would not be any money savings and the District would not have a warranty on the new equipment.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved to purchase a new 2021 Peterbilt 567 truck for \$145,969 from the Jackson Group Peterbilt and the Vactor 2100i equipment from Owens Equipment for \$338,367.08, a total cost of \$484,336.08.

## 5. REVIEW, APPROVE AND RATIFY CASH DISBURSEMENTS

- a. **Upon Motion** made by Mr. Sperry, Seconded by Mr. Roemmich and passed unanimously, the Board ratified the January 2021 cash disbursements for \$267,428.39.

**Upon Motion** made by Mr. Sperry, Seconded by Mr. Roemmich and passed unanimously, the Board ratified the January 2021 employee earnings for \$72,373.

- b. **Upon Motion** made by Mr. Sperry, Seconded by Mr. Roemmich and passed unanimously, the Board ratified the February 2021 cash disbursements for \$326,251.97.

**Upon Motion** made by Mr. Sperry, Seconded by Mr. Roemmich and passed unanimously, the Board ratified the February 2021 employee earnings for \$72,373.

## 6. OFFICE REPORT

- a. Ms. Kingsbury reported the District will have an election this year for two Trustees. Ms. Kingsbury stated she has a meeting with Salt Lake County on March 18, 2021 to discuss the deadline to sign up for the election and Salt Lake County will get us a cost to run the

election for the District. Ms. Kingsbury will bring this item back to the Board when she has more information.

## **7. CHIEF FINANCIAL OFFICER REPORT**

Mr. Christensen stated that the Trustees have, previous to the meeting, received (by email and hand delivery) the reports that he was going to discuss.

- a. Mr. Christensen reported on the Balance Sheet ending December 31, 2020 which shows everything the District owns and owes. Mr. Christensen stated that most accounts are comparable to the prior year. Mr. Christensen pointed out that the District spent \$3,548,295 on the 7200 South Sewer Line Project and the project has been capitalized and is included under the caption Sewer System – Constructed. The District paid in 2020 \$1,031,099 to the treatment plant for the District’s share of the construction projects there. As a result of the construction costs the Investments account has dropped by \$3,157,182 from the prior year. Mr. Christensen also showed an increase in the Investments – Fair Value Adjustment and investment income of \$88,869 (a non-cash adjustment) as a result of increasing our investments to their fair value at year end.
- b. Mr. Christensen reported on the Profit & Loss – Comparison to Prior Year report for the year ending December 31, 2020. Mr. Christensen pointed out that there are explanations for all changes over 10% and over \$10,000 included with the report. Mr. Christensen noted that the increase of about \$503,000 in sewer services revenues is good as the construction projects during the year were more than anticipated. The largest change was in the Repairs & Maintenance account in the amount of \$783,564 due to pipe-lining projects during the year and there were no pipe-lining projects in the prior year. The Office and Administrative expenses are less than the prior year due to the educational conferences and seminars being cancel during the pandemic. Mr. Christensen briefly commented on some of the other larger changes. Mr. Christensen asked if there were any questions on the changes between years that were not adequately documented or discussed in prior Trustee meetings.
- c. Mr. Christensen reported on the Profit & Loss & - Budget vs Actual report for the year ending December 31, 2020. Mr. Christensen pointed out that there are explanations for all changes over 10% and over \$10,000 included with the report. The actual amounts are fairly close the budgeted amounts as the District amended their budget in December of last year. There is a large under budget amount of \$163,793 in the Sewage Treatment Fees expense as the District will not find out the final treatment costs until the treatment plant has completed their audit in April of this year. The District budgeted high just in case there is a large upward swing as a result of their audit. The District did not amend the budget for Impact Fee Income as the focus of the December 2020 budget amendment was on the District’s expenses. The Impact Fee Income exceed the budget by about \$200,000. Mr. Christensen stated that it is hard to budget

for Impact Fee Income so the District always budgets conservatively low. Mr. Christensen asked if there were any questions on the changes between years that we not adequately documented or discussed in prior Trustee meetings.

- d. Mr. Christensen reported that Rick Cecala, Operations Supervisor, did an excellent job on following up with charging Dominion Energy for some construction costs related to their gas lines. As a result of Mr. Cecala's numerous efforts, the District received an \$11,500 check five months after the work was done.

Mr. Christensen reported that in the current year, the District has received a refund of \$1,863 from the insurance company for implementing a quality safety program and having a good safety record.

## **8. SUPERVISOR'S REPORT**

- a. Mr. Cecala reported construction in the District is going well.  
Mr. Cecala stated Union Middle School has asked for blue staking, they will build a new school.  
Raising Caine Chicken Fingers Restaurant has issued the District two sets of plans.  
Mr. Cecala stated Sunset Gardens at 380 East 7200 South will be torn down, a 12-duplex, will be replaced with an 89-unit apartment complex.  
6790 South 700 East is a new Brad Reynolds development.

## **9. TRUSTEES**

- a. Ms. Smith stated she will be attending the June 9, 2021 meeting by Zoom.

## **10. CLOSED MEETING**

- a. No Closed Meeting

**ADJOURN:** Upon unanimous vote by the Board, the meeting was adjourned at 1:17 PM. The next Board meeting is April 14, 2021 at Noon.