

**MINUTES OF THE ELECTRONIC MEETING OF THE BOARD OF TRUSTEES, MIDVALLEY IMPROVEMENT DISTRICT, HELD AT 160 EAST 7800 SOUTH, MIDVALE UTAH 84047 ON JANUARY 12, 2022 AT THE TIME OF 12:00 NOON, PRUSUANT TO NOTICE.**

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**BOARD OF TRUSTEES PRESENT**

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

**OTHER PRESENT**

**MARK BELL - ATTORNEY  
BRAD M POWELL, DISTRICT MANAGER  
BRENT E CHRISTENSEN, CHIEF FINANCIAL OFFICER, DISTRICT CLERK**

Meeting was called to order at 12:07 PM by Chair Ms. Smith.

**1. OATH OF OFFICE – TRUSTEES**

Mr. Bell performed the duties of swearing in both Sondra Smith and Blake Roemmich as newly re-elected Trustees.

**2. PUBLIC COMMENTS/CERMONIES/PRESENTATION**

- a. No one in attendance.

**3. MINUTES – APPROVAL**

- a. **Upon motion** made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board accepted the December 8, 2021 minutes as corrected.

**4. ATTORNEY REPORT**

- a. Mr. Bell reported on the new Federal Occupational Safety Health Administration (OSHA) adopting a Covid-19 Vaccination and Testing Emergency Temporary Standard (the “ETS”).

The ETS covers government agencies in the State of Utah and because Utah has an OSHA-APPROVE State Occupation Health and Safety Plan, Midvalley Improvement District (District) is governed by the ETS.

The ETS required employers, such as the District, to develop, implement and enforce a mandatory Covid-19 vaccination policy, with an exception for employers that instead establish, implement and enforce a policy allowing employees to elect either to get vaccinated or to undergo weekly Covid-19 testing and wear a face covering at the workplace.

Mr. Bell and Mr. Powell's suggestion to the Board of Trustees would be to implement the Employee Choice Vaccination Option which would best serve the needs of the District and its employees, and Mr. Bell would like the Board to adopt a policy that would implement rules and regulations in compliance with OSHA requirements for that option.

Mr. Bell stated that if an employee does not wish to be vaccinated they would need to be tested once every 7 days and wear a mask in the workplace. The expense for the testing would be paid for by the employee.

Mr. Bell presented Resolution 2022-1-12 adopting a vaccination, testing and face covering policy relating to OSHA requirements for the Covid-19 pandemic.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board accepted Resolution 2022-1-12: A Resolution Adopting a Vaccination, Testing and Face Covering Policy Relating to OSHA Requirements for the Covid-19 Pandemic.

- b. Mr. Bell will update the District's Zoom Meeting Policy and present it at the February 9, 2022 Board Meeting.

## 5. GENERAL MANAGER/ENGINEERING REPORT

- a. Mr. Powell updated the Board on the vehicle status. There are four vehicles on order where two of them should be delivered by the end of January 2022. A third vehicle is the Ford Super Duty that was ordered in August 2021 and is tentatively scheduled to be build the 4<sup>th</sup> week of May 2022.

Mr. Powell stated Ford Dealers are no longer taking orders for 2022 F150's but Larry H. Miller Dealership stated they could get "allocation orders" and would give him state contract pricing for one that it would probably arrive in April or May 2022; Mr. Powell placed an order with Larry H. Miller for a 2022 Ford F150.

- b. Mr. Powell has the service agreement signed with Bowen & Collins to update the Impact Fee Facility Plan and User Fees.
- c. Mr. Powell stated in the past the District has gone out to engineering firms for requests for qualification or proposals to select a firm to do a project. This process has cost the District time and the consultant's time and money and can delay a project for several months. Mr. Powell would like to retain two or possibly three engineering firms for up to five years as a "pool" from which he could get quotes (for services costing less than \$100,000) direct to do certain project as the District's needs arise.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board authorizes the General Manager to advertise for general engineering with the Request For Qualification and select two or three firms to do engineering work for the District.

- d. Mr. Powell presented the changes that were made to the District's manuals for 2021. Several years ago the Board authorized the General Manager to make minor changes to the District's manuals and present it to the Board once a year for ratification.

In 2021, some changes were made to the Policy and Employee manuals as follows:

Policy Manual: Section 3.4.10 Fees, the following sentence was added:  
The current fees are \$0.12 per copy and \$45 per hour for request more than 15 minutes.

Employee Manual: Section 6.2 Holiday Schedule was moved to Section 4.4 Holiday Pay. The list of holiday includes Juneteenth (June 19).

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board ratified the changes made to Section 3.4.10 of the Policy Manual and Section 6.2 and 4.4 of the Employee Manual.

- e. Mr. Powell reported he will be out-of-town March 9, 2022 attending the Utah Local Government Trust Board of Directors conference and request the District's Board meeting be changed to March 16, 2022 at 4:00 PM.

**Upon motion** made by Mr. Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved to change the March Board Meeting to March 16, 2022 at 4:00 PM.

- f. Mr. Powell stated in a past Board meeting he informed the Board the District installed a SAN (network storage for the server) and was informed by Curt Lalli (District's IT person) the District would need to purchase a new switch to handle the speed of the SAN.

Mr. Lalli received two quotes for the purchase of the switch:

CDW quote:	\$13,596.95
Cache Valley Electric (CVE) quote:	\$10,692.56
(CVE is a Utah State Contractor)	

**Upon motion** made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board approved the purchase of the network switch from CVE in the amount of \$10,692.56.

## **6. REVIEW, APPROVE AND RATIFY CASH DISBURSEMENTS**

- a. **Upon motion** made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board ratified the December 2021 cash disbursements for \$331,162.70.

## **7. OFFICE REPORT**

- a. Excused

## **8. CHIEF FINANCIAL OFFICER REPORT**

- a. Mr. Christensen reported that the District has raised customer sewer rates starting with the January 2022 customer billings. The fee increase is part of the five-year plan to raise sewer fees that was adopted by the Board in 2019 and rates will increase about 3% to 5% each year through 2024.
- b. Mr. Christensen stated his concerns related to the current economic conditions and the financial impacts that could affect the District. Mr. Christensen pointed out the current unprecedented inflation will increase in prices for operating costs, the effects of the construction material shortages and supply chain issues will impact projects in the District (like the annual pipe-lining project), and labor shortages and vendor wage increases will affect the costs of services and projects through-out the District. Mr. Christensen pointed out that this year the District has hired Bowen & Collins (engineering consultants) to update the Impact Fee Facility Plan and User Fees. These studies should help assist the District in planning for future years cost increases and possible higher sewer rate increases.

## **9. SUPERVISOR'S REPORT**

- a. Mr. Powell reported work in the District is still slow but there are three new subdivisions to be added in the District.

## **10. TRUSTEES**

- a. No Report

## **11. CLOSED MEETING**

- a. No Closed Meeting

**ADJOURN:** Upon unanimous vote by the Board, the meeting was adjourned at 1:13 PM. The next Board meeting will be February 9, 2022 at Noon.