

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES, MIDVALLEY IMPROVEMENT DISTRICT, HELD AT 160 EAST 7800 SOUTH, MIDVALE UTAH 84047 ON April 12, 2023 AT THE TIME OF 12:00 NOON, PRUSUANT TO NOTICE.

BOARD OF TRUSTEES PRESENT

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

OTHERS PRESENT

**MARK BELL – ATTORNEY
BRAD M POWELL, DISTRICT MANAGER
JARED SYME, ASSISTANT DISTRICT MANAGER
CATHY KINGSBURY, TREASURER
BRENT E CHRISTENSEN, CHIEF FINANCIAL OFFICER, DISTRICT CLERK (EXCUSED)
RICK CECALA – OPERATIONS SUPERVISOR**

Meeting was called to order at 12:02 PM by Chair Ms. Smith.

1. PUBLIC COMMENTS/CERMONIES/PRESENTATION

- a. No one in attendance.

2. MINUTES – APPROVAL

- a. **Upon motion** made by Mr. Blake Roemmich, seconded by Mr. Sperry and passed unanimously, the Board accepted the February 8, 2023 minutes as corrected (March 8, 2022 meeting was canceled).

3. ATTORNEY REPORT

- a. Mr. Bell handed out the final legislation summary update for the 2023 general session with bills that will affect the District:
 - House Bill 22 – Passed. Changes “local district” to “special district” throughout Utah Code.
 - House Bill 77 – Passed. Changes “local district” to “special district” throughout Utah Code.
 - House Bill 313 - Passed. Suspect Metal Amendments: Felony for theft of “suspect metals” includes manhole covers.

- House Bill 506 - Passed. Government Entity Compliance: The Legislative Research Office and General Council to post information relating to reports and policies required to be adopted by an agency.
 - Senate Bill 43 - Passed. Public Notice Requirements. Purpose is to simplify notice requirements throughout the State Code.
 - Senate Bill 96 – Passed. Fiduciary Duty Modifications. Addresses investment of public funds.
- b. Mr. Bell stated the District’s professional services for legal services is up for renewal. Mr. Bell outlined three ways the Board could go out for the renewal of professional services:
- Request for Statement of Qualifications. This would involve advertising to all legal firms wanting to submit qualifications. Mr. Powell, General Manager/Procurement Officer, would appoint an evaluation committee and the committee would rank the legal firms by their legal experience.
 - The District would be below the \$150,000 small purchases and would be able to go out and get two legal firms or attorneys to bid on the legal service contract.
 - If there are peculiar circumstances related to the contract the District would be able to do a “sole” service contract. The District would need a written statement why the District would go with sole service.

Mr. Bell stated that his contract with the District is up June 2023 and would like to see the legal services renewal item on the May agenda.

4. GENERAL MANAGER/ENGINEERING REPORT

- a. Mr. Syme reported on the vehicle summary stating we sold the Ford, a F150 Platinum, for the asking price of \$72,500. Mr. Syme stated the District has had five Ford trucks on order since last year with no build date assigned. Mr. Syme reached out to another dealership and talked with the fleet manager at Larry H Miller and was able to purchase a 2023 Ford F150 Lariat. Another truck the District was able to purchase was from West Valley Dodge, they are on the state contract, the District put in an order for a Ram Laramie 1500 with an expected delivery date of 3-4 months. Mr. Syme reported the cost for the Ram is close to the same cost as the Ford F150 but with a better delivery date.

Mr. Powell reported that Mr. Syme is assuming more and more responsibilities as Assistant General Manager, including managing the District’s fleet of vehicles,

Mr. Syme is working directly with the car dealers. Mr. Syme has also taken over all of the development issues and other issues required of him.

Mr. Powell would like the Board to allow Mr. Syme to use a Midvalley Improvement District truck and pay taxes on personal miles per IRS rules. This will require that Mr. Syme keep accurate records of all personal miles on the District vehicle he drives.

Mr. Bell stated that Mr. Christensen is aware of all the IRS rules and regulations and will make sure they are followed by Mr. Syme.

Upon motion made by Mr. Blake Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved that Mr. Syme be allowed to use a Midvalley Improvement District truck and pay taxes on all personal miles per IRS rules.

- b.** Mr. Syme gave an update on the District boundary project adjustment stating the District's boundary has not been updated since 1947. Mr. Syme stated that JWO Engineers have finished creating a new plot map of the District's boundary. The plot map has been submitted to Salt Lake County for their approval. The next step will be to receive a mylar print to be signed by the other entities involved: Sandy Suburban, Cottonwood Improvement District, Murray City and Midvale City. After the entities have accepted the changes the District may need to have a public hearing.

Mr. Syme is hoping to have this item complete by August 2023.

- c.** Mr. Syme reported the District's 2023 Manhole Rehabilitation Project went out to bid April 9, 2023. The project will consist of 55 manholes to be rehabilitated with an alternate list created for an additional rehabilitation of 9 manholes depending on the bid cost.

The bid opening for the manhole project will be April 27, 2023.

- d.** Mr. Syme gave an update on the 2023 CIPP project stating that PEC has postponed the start date to May 8, 2023. There is a preconstruction meeting scheduled with PEC and the District for April 18, 2023.

- e. Mr. Syme reported the District was informed by South Valley Water Reclamation Facility (SVWRF) that Mr. Hunter, with their IT Department, passed away on March 3, 2023, which has taken a significant toll on SVWRF's IT Department. With the passing of Mr. Hunter, SVWRF has had to evaluate the organization of their IT department. Mr. Lalli and Mr. Perry, with SVWRF IT department, have been instructed to finish projects they are currently working on with the District and not to accept any new projects until SVWRF decides on how they are going to move forward with the reorganization of their IT Department. Some of the District's software and licensing is linked to SVWRF and will need to be relicensed directly to the District.

One of the projects Mr. Lalli is working with the District is the purchase of a new server. The District has two servers and a SAN; the servers are what stores the District's data. Mr. Lalli has recommended to the District that the servers should be replaced every 8-10 years. The District servers are 11 and 7 years old and Mr. Lalli has recommended that we at least replace the 11-year-old server as soon as possible. Mr. Syme and Mr. Lalli have worked together on a parts list of what would be needed to replace the oldest server. The estimated cost of the server in parts is \$7,120.58, not including labor. Mr. Lalli estimates labor at approximately 20-30 hours.

Ms. Smith questioned if we should replace the 7-year-old server at the same time as the 11-year-old server it may save us cost on labor. Mr. Syme stated the 7-year-old server would need to be replaced in a couple of years. The Board recommended replacing both servers at the same time.

Upon motion made by Mr. Blake Roemmich, seconded by Mr. Sperry and passed unanimously, the Board approved to replace both servers (11 & 7-year-old) at a cost not to exceed \$15,000 and labor not to exceed \$2,500.

Mr. Syme will know more on the restructuring of SVWRF IT Department at their next Board meeting on April 19, 2023 and will report back to the District's Board.

Mr. Syme stated that MID's WIFI system is outdated and has become problematic. Mr. Syme stated he has been working with Mr. Lalli (SVWRF) to put together a list of parts for what the District will need and most of the installation can be completed in-house with the software installation done by Mr. Lalli, falling under the IT agreement. The estimated cost for the WIFI supplies from

CVE Technologies is \$11,635.34. Mr. Lalli estimates labor to take 20-30 hours with an estimate of \$1,500-\$2,500.

Upon motion made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board approved the purchase of a new WIFI system from CVE Technologies for \$11,635.34 and labor not to exceed \$2,500.

- f. Mr. Powell reported the General Manager’s job description has not been updated since he was hired 11 years ago. Mr. Powell has updated the General Manager’s job description and stated a major difference is the wording under “Education and Experience” it now states that a college degree may be advantageous but is not an absolute requirement. The job description is not all inclusive.

Upon motion made by Mr. Blake Roemmich, seconded by Mr. Sperry and passed unanimously, the Board moved to adopt the new General Manager’s job description as presented.

5. REVIEW, APPROVE AND RATIFY CASH DISBURSEMENTS

Upon motion made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board ratified the February 2023 cash disbursements for \$336,938.63.

Upon motion made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board ratified the March 2023 cash disbursements for \$351,872.29.

6. OFFICE REPORT

- a. Ms. Kingsbury would like approval, from the Board, to sign the “Interlocal Cooperation Agreement” between Midvalley Improvement District and Salt Lake County (Election Division) to conduct the upcoming Trustee election. The “estimated” General Election cost is \$20,044.

The dates for anyone that meets the District candidate requirements is to come to the District’s office to declare their candidacy from June 1-7, 2023.

Upon motion made by Mr. Sperry, seconded by Mr. Roemmich and passed unanimously, the Board approved the signing of the Interlocal Cooperation Agreement between Midvalley Improvement District and Salt Lake County (Election Division).

7. CHIEF FINANCIAL OFFICER

- a. No Report, excused.

8. SUPERVISOR'S REPORT

- a. Mr. Cecala reported construction in the District is picking up with the weather changing. The assistant living on 348 East 8000 South will be torn down next week.

9. TRUSTEES

- a. No Comments

10. CLOSED MEETING

- a. No Closed Meeting

11. ADJOURN

- a. Adjourn at 1:10 PM and the next Board meeting will be May 10, 2023.