

Roy Water Conservancy District

Minutes of Board Meeting

January 12, 2022

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, January 12, 2022, at 5:00 p.m.

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

Excused: Darl R. Field, 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. Zito.

III. APPROVAL OF MINUTES.

A. Approval of December 2021 Board Meeting Minutes. Mr. Newman made a motion to accept and approve the minutes of December 8, 2021, board meeting as written. Mr. Zito seconded the motion. The motion carried unanimously.

B. Approval of Public Hearing for the Allotment of Water Minutes. Mr. Zito made a motion to accept and approve the Public Hearing for the Allotment of Water minutes as written. Mr. Newman seconded the motion. The motion carried unanimously.

C. Approval of Public Hearing for the Adoption of 2022 Budget Minutes. Mr. Newman made a motion to accept and approve the Public Hearing for the Adoption of 2022 Budget minutes as written. Mr. Zito seconded the motion. The motion carried unanimously.

D. Approval of Public Hearing for 2021 Water Conservation Plan Minutes. Mr. Newman made a motion to accept and approve the Public Hearing for 2021 Water Conservation Plan minutes as written. Mr. Zito seconded the motion. The motion carried unanimously.

IV. BUSINESS.

A. Oath of Office – Jon S. Ritchie. Mr. Jon S. Ritchie was sworn into office, according to law, by District Clerk Linda Toupin to serve a four (4) year term as Trustee on the Board of Roy Water Conservancy District. Mr. Ritchie's term commenced at noon on January 1, 2022, and will expire at noon on January 1, 2026.

B. Election of District Clerk. Mr. Banks told the Board it was recommended by the auditor to elect the District Clerk and District Treasurer any time there is a change in Chair of the Board.

Mr. Newman made a motion to elect Linda Toupin as District Clerk of Roy Water Conservancy District. Mr. Zito seconded the motion. The motion carried unanimously.

C. Election of District Treasurer. Mr. Newman made a motion to elect Rodney Banks as District Treasurer of Roy Water Conservancy District. Mr. Zito seconded the motion. The motion carried unanimously.

D. Consideration of WaterSMART: Small-Scale Water Efficiency Grant R22AP00053 Agreement. Mr. Banks said this is the third phase of the WaterSMART Small-Scale Water Efficiency Grant project for the District. Mr. Banks said there is no signature requirement for the agreement, but as soon as work has started or the entity starts drawing funds for the project, the agreement is considered accepted.

Mr. Newman made a motion to approve the WaterSMART Small-Scale Water Efficiency Grant R22AP00053 Agreement. Mr. Zito seconded the motion. The motion carried unanimously.

E. Consideration and Award of Meter Retrofit Project for WaterSMART Grant R22AP00053. Mr. Banks said the Bureau of Reclamation granted permission for the District to move forward with soliciting bids before the agreement was approved. Mr. Banks said the apparent low bidder was Ormond Construction at \$202,664.00, which was higher than anticipated. Mr. Banks said meters, radios, and lids were purchased through Mountainland Supply at \$39,673.06. Mr. Banks said an amount of \$187,500 was approved in the budget for the project, but an additional \$100,000 would need to be added to the line-item in order to complete the project.

Mr. Newman made a motion to award the Meter Retrofit Project installation for WaterSMART Grant R22AP00053 to Ormond Construction in the amount of \$202,664.00, the meter materials to Mountainland Supply Company in the amount of \$39,973.06, and increase budget line item 8262-21 by \$100,000 to \$287,500.00. Mr. Zito seconded the motion. The motion carried unanimously.

F. Consideration of Surplus Property. Mr. Banks said one iPhone 12 Pro Max, three iPhone 12, and one iPhone 12 Mini were being surplus. Mr. Banks said the phones are originally purchased through the State contract from Verizon at a significant discount and then sold to a third-party when they are surplus.

Mr. Zito made a motion to approve the surplus property be disposed of by the District's General Manager. Mr. Newman seconded the motion. The motion carried unanimously.

G. Consideration of 2021 Audit. Mr. Newman made a motion to appoint Child Richards CPAs and Advisors to perform the District's 2021 Audit. Mr. Zito seconded the motion. The motion carried unanimously.

H. Consideration of Cedar Crest Brothers Agreement. Mr. Banks said Ken Hansen of Cedar Crest Brothers, LLC approached him a few months ago about the sale of approximately 6.5 acres on the southwest corner of 1900 West and Hinckley Drive. Mr. Banks said the sale makes it necessary to revise the agreement to reflect the updated parcels and water allocated. The agreement also makes clear that the District will have a sufficient water supply available to accommodate a separate water contract between the District and the Developer for irrigation of the land without any reduction to the Hansen's 60 acre-foot supply. Mr. Hansen needed some time to review the agreement and will come back with any changes.

Mr. Newman made a motion to approve the Second Amended and Restated Water Lease Agreement Cedar Crest Brothers, LLC subject to the District Attorney's final review. Mr. Zito seconded the motion. The motion carried unanimously.

I. Consideration of Homestead Pavilion Retail Development Agreement. Mr. Banks said this development is at 6040 South 3500 West in Roy. Mr. Banks said water was previously allocated to this property, but a connection to this parcel was never installed. Mr. Banks said the meter will be on 6000 South.

Mr. Zito made a motion to approve the Homestead Pavilion Retail Development Agreement. Mr. Newman seconded the motion. The motion carried unanimously.

J. Public Comments. No members of the public were present.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. D&WCCC Stockholders Meeting – December 20, 2021. Chair Ohlin attended the meeting with Mr. Banks. Chair Ohlin said the CPA and engineer gave reports, as well as a report on water levels. Mr. Banks said Jay Ritchie’s term had expired on the D&WCCC board and he chose not to continue his service due to other commitments. Mr. Banks said Darren Hess with Weber Basin Water Conservancy District replaced Jay Ritchie.

B. Manager & Trustees Reports. Mr. Banks included a memo in the Board packet outlining the 2021 vehicle sale which resulted in the District earning \$86,000 in the sale.

Mr. Banks said the CPI was published and District employees will receive a 2.5% increase beginning on their next paycheck per policy.

Mr. Banks said he met with Robb Alexander with the Aerospace Heritage Foundation and David Williamsen from the Military Installation Development Authority (MIDA) regarding the museum’s need for a different entrance to their parking lot due to continued development at Hill Air Force Base. Mr. Banks said the entrance road to District property could provide a direct route to the museum, but it would cut through the District’s gated area where the reservoir and the District’s property that is secured by the fence and gate are located. Mr. Banks did not think a road through this area would work. Mr. Banks said the entrance to District property is a 50’ ingress-egress easement and the bridge over the canal is D&WCCC property with which the District has another easement. Mr. Banks said MIDA has no money appropriated to build a new road to the museum. The Board agreed with Mr. Banks that a road through District property would not work.

Mr. Banks said East Canyon was 52% full and Echo was 29% full, with the snow-water equivalent at 122% of normal for the Weber River Basin. Mr. Banks said soil-moisture levels were looking better than last year, so a better run-off is anticipated.

C. Review of Monthly Bank Statements and Cancelled Checks. Mr. Newman said the audit committee, consisting of himself, Mr. Banks, and Ms. Toupin, met January 11, 2022, 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. Newman made a motion to approve the monthly financial report. Mr. Zito seconded the motion. The motion carried unanimously.

B. 4th Quarter 2021 Financial Report. Mr. Zito made a motion to approve the 4th quarter 2021 financial report. Mr. Newman seconded the motion. The motion carried unanimously.

VII. APPROVAL OF CHECKS.

A. Final 2021 Checks for Year-End Bills. Mr. Newman made a motion to approve the final 2021 checks for year-end bills. Mr. Zito seconded the motion. The motion carried unanimously.

B. Current Checks. Mr. Newman made a motion to approve the checks for January 12, 2022. Mr. Zito seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Ritchie made a motion to adjourn at 6:02 p.m. Mr. Zito seconded the motion. The motion carried unanimously.

Minutes Approved

Mark W. Ohlin, Chair

Recording Secretary