

Roy Water Conservancy District

Minutes of Board Meeting

May 17, 2023

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, May 17, 2023, at 5:00 p.m.

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

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. Newman.

III. APPROVAL OF MINUTES. Mr. Ritchie made a motion to accept and approve the minutes of April 19, 2023, board meeting as written. Mr. Newman seconded the motion. The motion carried unanimously.

IV. BUSINESS.

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

B. Consideration of Final Payment for Secondary Water Metering Phase 4 2275 West 6000 South Project. Mr. Banks said this project as well as the next two were completed by Braegger and Sons Inc. and Braegger and Sons Construction along with the main line replacement projects the companies installed for the District.

Mr. Newman made a motion to approve a Final Payment for the Secondary Water Metering Phase 4 2275 West 6000 South Project in the amount of \$11,475.00 to Braegger and Sons Construction. Mr. Zito seconded the motion. The motion carried unanimously.

C. Consideration of Final Payment for Secondary Water Metering Phase 4 2400 West 4200 South Project. Mr. Zito made a motion to approve a Final Payment for the Secondary Water Metering Phase 4 2400 West 4200 South Project in the amount of \$14,910.00 to Bragger and Sons Inc. Mr. Ritchie seconded the motion. The motion carried unanimously.

D. Consideration of Final Payment for Secondary Water Metering Phase 4 3725 South 1900 West Project. Mr. Ritchie made a motion to approve a Final Payment for the Secondary Water Metering Phase 4 3725 South 1900 West Project in the amount of \$12,008.75 to Braegger and Sons Construction. Mr. Newman seconded the motion. The motion carried unanimously.

E. Consideration of Progress Payment for Secondary Water Metering Project Phase 4. Mr. Banks said this project is being worked on by Leon Poulsen Construction. Mr. Banks said so far they have installed about 350 meters.

Mr. Ritchie made a motion to approve a Progress Payment for the Secondary Water Metering Project Phase 4 in the amount of \$102,973.24 to Leon Poulsen Construction. Mr. Newman seconded the motion. The motion carried unanimously.

F. Consideration of Final Payment for Secondary Water Valve Replacement Project. Mr. Newman made a motion to approve a Final Payment for the Secondary Water Valve Replacement Project in the amount of \$17,272.50 to Braegger and Sons Inc. Mr. Zito seconded the motion. The motion carried unanimously.

G. Consideration of Final Payment for 2023 Main Line Valve Replacement Project. Mr. Adams made a motion to approve a Final Payment for the 2023 Main Line Valve Replacement Project in the amount of \$34,429.38 to E.H. Knudson Construction. Mr. Ritchie seconded the motion. The motion carried unanimously.

H. Consideration of Final Payment for 3725 South 1900 West Main Line Replacement Project. Mr. Newman made a motion to approve a Final Payment for the 3725 South 1900 West Main Line Replacement Project in the amount of \$93,894.18 to Braegger and Sons Construction. Mr. Adams seconded the motion. The motion carried unanimously.

I. Consideration of Final Payment for 2275 West 6000 South Main Line Replacement Project. Mr. Adams made a motion to approve a Final Payment for the 2275 West 6000 South Main Line Replacement Project in the amount of \$10,368.82 to Braegger and Sons Construction. Mr. Zito seconded the motion. The motion carried unanimously.

V. REPORTS FROM MANAGER AND TRUSTEES.

A. Report of RWCD and West Haven Systems Startup. Mr. Durbano said there was a lot of damage done by Connex installing fiber optics in the south part of Roy west of the railroad tracks. Mr. Durbano said they hit District infrastructure approximately 20-25 times. Mr. Durbano said the West Haven system startup went well.

B. Manager & Trustees Reports. Mr. Banks said the motor in pump #5 went out and a new motor has been ordered. Mr. Banks said it will cost approximately \$10,000. Mr. Durbano said the pumps will run fine without this pump because of the other pumps that are working.

Mr. Banks said there are some new requirements from Utah Local Governments Trust regarding crime insurance and cybersecurity insurance. Mr. Banks said they have contracted with a third-party company to scan the District's network and firewall looking for critical issues. Mr. Banks said if any critical issues are discovered during the scan, the District will have 45 days to correct the issues. Mr. Banks said if the issues are not corrected within 45 days, the cybersecurity insurance will be canceled by the Trust. Mr. Banks said the deductible has increased to \$25,000, but Mr. Banks said the average cost of a cybersecurity breach can be between \$1 million and \$5 million. Mr. Banks said cybersecurity insurance is already part of the District's premium. Mr. Banks said the District uses ClearlinkIT for cybersecurity and they conduct regular scans of the District's network. Mr. Banks said the Trust is also going to require the District to submit the Fraud Risk Assessment as required by the State Auditor. Mr. Banks said a minimum score of 356 will be required to keep crime insurance from being canceled by the Trust, although it is not currently an issue for the District as it holds a score of 385.

Mr. Banks said the 2022 audit is beginning and told the Board members they may receive an email or phone call from Cami Moss with Child Richards CPAs & Advisors.

The Board members decided to hold the summer barbecue on Thursday, June 29th, at 6 p.m.

Mr. Banks said East Canyon is 80% full, Echo is 54% full in anticipation of more runoff, and the snow-water equivalent is 293% of median.

Mr. Ritchie asked if Board packets could be digitized and viewed on an iPad during Board meeting rather than printing paper packets. Mr. Banks said it had been discussed previously and a program like Dropbox could be used so each Trustee can go into one shared folder to access the Board documents. Mr. Banks said it is very feasible and he will look into it further.

C. Review of Monthly Bank Statements and Cancelled Checks. Mr. Newman said the audit committee, consisting of himself, Mr. Banks, and Ms. Toupin, met May 16, 2023, 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. Zito made a motion to approve the monthly financial report. Mr. Newman seconded the motion. The motion carried unanimously.

VII. APPROVAL OF CHECKS.

A. Current Checks. Mr. Newman made a motion to approve the checks for May 17, 2023. Mr. Zito seconded the motion. The motion carried unanimously.

VIII. ADJOURNMENT. Mr. Ritchie made a motion to adjourn at 5:45 p.m. Mr. Adams seconded the motion. The motion carried unanimously.

Minutes Approved

Mark Ohlin, Chair

Recording Secretary