

**Bear River Water Conservancy District
Board Meeting
Wednesday, July 31, 2013 6:00 p.m.
Clint Burt's Residence
5840 North 3600 West, Brigham City, Utah**

Minutes

Present: Trustees: Chairman Clinton Burt, Vice Chairman Ross Rudd, Financial Chairman LaRall Thompson, Charles Holmgren, LuAnn Adams, Roger Fridal, Brent Baugh, Dave Forsgren, Tyler Vincent, Jay Carter and Richard Day

Staff: General Manager Voneene Jorgensen, System Operator Bob Phippen, Administrative Assistant Judy Hartvigsen

Visitors: Bill Bigelow – Hansen Allen and Luce
Paul Larsen – Brigham City

Invocation: Vice Chairman Ross Rudd

Adoption of the Agenda – Chairman Clint Burt

Board Members were provided with an amended agenda at the meeting that had been posted on the BRWCD Website, in the BRWCD office and on the State Public Meeting Notice Website on July 30, 2013 at 2:56 p.m.

A motion was made by Board Member Richard Day to adopt the amended agenda as written. The motion was seconded by Vice Chairman Ross Rudd. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Adams, Baugh, Day, Carter and Forsgren voted in favor of the motion.

Approval of the Minutes for the Board Meeting held June 26, 2013

The minutes of the meeting held June 26, 2013 were included with the packet that was mailed to the Board Members. Board Member Holmgren explained corrections to the minutes.

A motion was made by Board Member Dave Forsgren to approve the minutes of the meeting held June 26, 2013 as corrected. The motion was seconded by Board Member Richard Day. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Adams, Baugh, Day, Carter and Forsgren voted in favor of the motion.

Board Member Vincent arrived at the meeting after the motions to approve the agenda and the minutes.

**Project Updates – Bill Bigelow and Bob Phippen
Booster Station SCADA Project**

Systems Operator, Bob Phippen gave an update on the booster station changes. The new SCADA system is operational. It is to help control the flows to Riverside/ North Garland and Ukon Water Companies. Riverside/ North Garland started taking water two weeks ago. With some adjustment on the computer, both systems are getting what they need at the pressures they want. It has been working really well.

Bill Bigelow gave a report on his progress with the blending plan for the Collinston project. It is moving forward. Meetings were held with Ukon Water Company a few weeks ago and again today to talk about the details.

Trustee Reports – Board Members

LaRall Thompson: reported his suggestion for water to give away at the County Fair.

Clint Burt: No report

Ross Rudd: No report

Dave Forsgren: No report

Brent Baugh: reported the purchase of the property for the Chicken Processing Plant has fallen through again. The promoters still don't have funding.

Charles Holmgren: reported Bear Lake has dropped a little less than 3 feet from the year's high level. The Canal Company is talking about ways to conserve the water by shutting down some canals. It is interesting, the canals are overflowing on Sunday but there's not enough water on the other days of the week. The Canal Company has about 60,000 af left of their allocation and is using about 1000 af per day indicating it will be used up for the season.

Richard Day: No report

Jay Carter: reported he has been working on the plans for his irrigation company today at our office.

Tyler Vincent: No report

LuAnn Adams: requested everyone attend the County Fair.

Board Member Fridal arrived at the meeting after the reports.

**General Manager's Report – Voneene Jorgensen
Interlocal Cooperation Agreement - Brigham City**

General Manager Jorgensen explained the agenda was amended to add items that came up after it was sent out. Paul Larsen representing Brigham City attended the meeting and spoke concerning the Interlocal Cooperation Agreement between the District and Brigham City for RDA #1. Brigham City has been working for a couple years to put a hotel in the downtown area. The board members were provided with a site plan and graphic showing the hotel. It will be a Hampton Inn. They also were given a copy of the proposed agreement. Brigham City wants to adopt a new budget for RDA #1 established in 1978. In order to support the restoration of the Academy building, they want to be able to access the new taxes that will be coming from the hotel and possible restaurant. This will be possible through interlocal agreements with all of the taxing entities. Mr. Larsen showed the map and stated most of the properties are owned by Brigham City and the re-development agency. They will sell about 1 ½ acres to the hotelier who will then build the hotel and it will come on to the tax rolls. Brigham City will then use property taxes from this development for completion of the Academy building. Taxing entities will still receive all of the tax revenue they currently receive. It is the new increment that Brigham City will access for the project. The project will be funded with a CIB loan. The Brigham City Municipal Building Authority will own the building. The revenue used to pay the loan will be tax increment. Fees for use will go to support operations. Mr. Larsen explained all of the existing RDA project areas that Brigham City currently has. General Manager Jorgensen asked whether the tax increment funds for the RDAs could ever be put into Brigham City's general fund. Mr. Larsen stated that it could happen with an agreement between the City and the RDA. General Manager Jorgensen expressed concern at her meeting with Brigham City that the project may not be successful because other hotels in the area are not filled at capacity. She asked Mr. Larsen to explain to the board that a feasibility study had been done in 2010 and it showed there is room for an additional hotel in the Brigham City market. Board Member Adams explained she has been involved in raising funds for this Academy Building project and the loan should be paid off early and the tax increment will be given back.

Mr. Larsen stated there are two things that need to be done before the agreement can be signed by the District if it is approved. Brigham City will be meeting with Rodney Bennett to verify the correct base value and a legal opinion is required from a third party attorney to be attached. General Manager Jorgensen suggested the board members read the agreement before the next meeting and it will be discussed at the August meeting. Mr. Larsen stated any questions could be directed to him.

Collinston Project

Bill Bigelow provided the board members with a map showing the proposed pipeline alignment in Collinston. General Manager Jorgensen stated they went before the Division of Drinking Water and the project was funded with very good terms. The District received a loan of \$3,600,000 at .6% interest for 30 years with principal forgiveness of \$730,000. The District will move forward with negotiations to obtain property for the reservoir site and access. She asked the board for support in accepting the terms of the financing, moving forward with the committal of funds and securing the property for the reservoir. General Manager Jorgensen explained the

location of the property and asked the board's preference of buying the property or trading for connections to the new system.

Blaine Rupp would like some connections for his subdivision and the District will use the public right of way of the street to access the property.

Board Member Dave Forsgren moved to not trade for connections but have a set price for the land and the connections and authorize negotiations for the land. The motion was seconded by Vice Chairman Ross Rudd. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Adams, Baugh, Day, Carter, Fridal, Vincent and Forsgren voted in favor of the motion.

A motion was made by Vice Chairman Ross Rudd to accept the terms of the Division of Drinking Water for the funding of the Collinston Project and move forward with the requirements for the committal of funds. The motion was seconded by Board Member LuAnn Adams. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Adams, Baugh, Day, Carter, Fridal, Vincent and Forsgren voted in favor of the motion.

Personnel and New Vehicle

General Manager Jorgensen explained the District's vehicle used by Systems Operator, Bob Phippen was purchased in 2006 and has 170,000 miles on it. With the Collinston project moving forward, she is thinking about hiring some help for him and purchasing another vehicle. She would like a part time person. Bob will be working full-time doing inspections during the Collinston project. She has looked into the state purchasing contract for acquiring a truck. It can be purchased for about \$18,000. We can order a new truck or work with state contracted dealers for a truck already in stock. The old truck will be kept for snow plowing and as a second vehicle. Board Member Fridal suggested the vehicle should be purchased in the county and Board Member Vincent agreed. The vehicle should be purchased through a local dealer, if possible, who will honor the state contracted price.

Vice Chairman Ross Rudd moved to authorize the purchase of a new vehicle at the state contracted price. The motion was seconded by Board Member Tyler Vincent. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Adams, Baugh, Day, Carter, Fridal, Vincent and Forsgren voted in favor of the motion.

The board then discussed the hiring of a part-time employee. Board Member Adams stated if the person works 20 hours per week, it is required to provide health insurance. General Manager Jorgensen stated the employee would work less than the 20 hours per week. She will need to work on the job description and follow the hiring procedure with proper advertising. The new person will be needed before the Collinston Project begins. General Manager Jorgensen then reported that Administrative Assistant, Judy Hartvigsen will be retiring October 25th and she will be seeking a replacement employee.

Board Member LuAnn Adams moved to authorize the General Manager to advertise for a new administrative assistant and a part-time operator. The motion was seconded by Financial Chairman

LaRall Thompson, Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Adams, Baugh, Day, Carter, Fridal, Vincent and Forsgren voted in favor of the motion.

General Manager Jorgensen reported that Chanshare is current with the rent payments to the District. The District received two checks for \$26,000.

Financial Business – LaRall Thompson Approval of Financial Statements

The financial statements for June 2013 were prepared and provided to the Board Members in the packet that was mailed to them. Financial Chairman Thompson asked for the Board to review the financial statements and approve them.

A motion was made by Vice Chairman Ross Rudd to approve the financial statements as presented. The motion was seconded by Board Member Richard Day. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Forsgren, Vincent, Fridal, Baugh, Day, Adams, and Carter voted in favor of the motion.

Unfinished Business – Chairman Clint Burt

Board Member Roger Fridal commented that the water problems they have had with low pressure have been fixed. At some point in time, he would like the board to consider that the line from Bothwell is being maxed out and it is barely servicing what is needed. They are using all the water that it can deliver at this time and it will need to be upgraded for any future growth.

General Manager Jorgensen reported the water storage tanks at the Park Valley School will be placed tomorrow and will provide adequate water for the school's needs. In the future, the church will be approached to put in a regional water system with a larger tank to provide water for the fire station.

Public Comment

There were no public comments.

Adjourn

A motion to adjourn the meeting was made by Board Member Dave Forsgren. The motion was seconded by Board Member Roger Fridal. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Holmgren, Fridal, Adams, Day, Baugh, Vincent, Carter and Forsgren voted in favor of the motion.

The meeting adjourned at 7:10 p.m.