

**Bear River Water Conservancy District
Board Meeting
Wednesday, November 9, 2011 7:00 p.m.
Bear River Water Conservancy District Conference Room
102 West Forest Street, Brigham City, Utah 84302**

Minutes

Present: Trustees: Chairman Clinton Burt, Vice Chairman Ross Rudd, Financial Chairman LaRall Thompson, Stan Stokes, Charles Holmgren, Brent Baugh, Richard Day, Bruce Christensen and Commissioner LuAnn Adams

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

Visitors: Bill Bigelow of Hansen Allen and Luce

Excused: Dave Forsgren and Brent Rose

Invocation: Board Member Bruce Christensen

Adoption of the Agenda

Chairman Burt requested a change to the agenda. He asked for the budget to be discussed prior to the report of the Beaver Dam project so that Board Member Day could be included in the discussion. Mr. Day had indicated he would have to leave to attend another meeting.

A motion was made by Vice Chairman Ross Rudd to approve the agenda as amended. The motion was seconded by Board Member Brent Baugh . Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Stokes, Baugh, Holmgren, Day, Christensen and Adams voted in favor of the motion.

Approval of the Minutes for the Board Meeting held October 26, 2011

A motion was made by Board Member Richard Day to approve the minutes as written for the meeting held October 26, 2011. The motion was seconded by Vice Chairman Ross Rudd. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Stokes, Baugh, Holmgren, Day, Christensen and Adams voted in favor of the motion.

Presentation of 2012 Tentative Budget – Voneene Jorgensen

2011 Budget Evaluation

The board members were provided with a copy of the budget information that stated the amounts for the audited prior year ending December 31, 2010; the current year estimate for the fiscal year ending December 31, 2011; the budgeted totals for the end of 2011 and the budget amounts for the fiscal year ending December 31, 2012 for comparison. General Manager Jorgensen gave an overview of the figures and explained that most of the numbers are estimates for the current year and next year. Some of the figures are a set amount such as the depreciation that is calculated by our auditors. She stated she did not believe the current budget would have to be opened and amended. She explained the budget figures from the prior year and the current year. She explained some line items from the 2012 budget showing the same as the prior year and some showing small increases. She has increased the estimated amount of impact fees because we may have new customers in Beaver Dam. Chairman Burt asked a question about the issue of Transparency in Government and whether the District will be affected by the new legislation. General Manager Jorgensen explained the law applies to entities that have budgets over \$1,000,000 less the funds received for capital projects. The District budget is just under the limit after the capital project funds are subtracted.

Approval of 2012 Tentative Budget

General Manager Jorgensen asked for any questions. Board Member Christensen inquired why there is no profit shown in the budget. General Manager Jorgensen explained it was her understanding that the budget should be balanced, meaning the expenses should be equal to the revenue. The audit process will determine retained earnings to be carried over. Chairman Burt called for a motion on the tentative budget.

Vice Chairman Ross Rudd moved to adopt the tentative budget as presented. The motion was seconded by Board Member Bruce Christensen. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Stokes, Baugh, Holmgren, Day, Christensen and Adams voted in favor of the motion.

Budget Public Hearing Date & Place Notice Public Hearing

General Manager Jorgensen requested a motion for the BRWCD Board of Trustees to hold a public hearing on Wednesday, December 14th at 7:00 p.m. at the District's office at 102 West Forest Street in Brigham City, Utah for the purpose of considering public comment on the tentative budget for 2012 and to order that a public notice of the public hearing be published in the News Journal and The Leader and posted to the Utah Public Notice Website on December 7th, 7 days before the public hearing as required by Utah Code 17B-1-609.

Board Member Bruce Christensen moved to hold the public hearing and publish the notice as stated by the General Manager. The motion was seconded by Board Member Richard Day. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Stokes, Baugh, Holmgren, Day, Christensen and Adams voted in favor of the motion.

A copy of the tentative budget and all supporting data are public records and will be available for public inspection at least 7 days prior to the adoption of the final 2012 budget as required by Utah Code 17B-1-608.

Board Member Richard Day was excused at 7:25 p.m. after the voting on the tentative budget motions.

Beaver Dam Water System Improvement Project Project Update – Bill Bigelow

Bill Bigelow and Bob Phippen presented a slide show of photos of the progress on the Beaver Dam project. Systems Operator Phippen stated the lid for the tank would be poured next Tuesday. The photos showed the development of the springs, installation of a new spring box and the inlet and outlet pipes, progress on the storage tank, rebar installation and walls, pouring of the tank walls, removal of the forms, pouring of the middle column, and excavation of the site for the treatment plant building. Mr. Bigelow stated the tank contractor specializes in tanks. They are very efficient and know exactly what they are doing. Mr. Phippen indicated they would finish the plywood on top of the tank tomorrow and lay rebar in preparation for the cement. He stated the quality of the pour in the walls is very good. There is very little honeycomb and they did a good job. The photos showed the amount of excavation that has been necessary for the project. Vice Chairman Rudd suggested inviting the residents of Beaver Dam to view the slide show.

Board Member Reports – Trustees

LuAnn Adams – No report

Charles Holmgren – No report

Stan Stokes – No report

Bruce Christensen – reported he met with officials regarding the new sports complex that is being proposed by Brigham City. They designed a large retention pond on the west side of the railroad tracks to take all of the run-off from new homes on 800 West. They started to dig the pond and found so much water they will have to abandon the project. They ran a line under the railroad tracks for drainage but found there is too much water only two feet under the surface.

Brent Baugh – No report

LaRall Thompson – No report

Ross Rudd – reported he has not had any complaints.

Clint Burt – reported he was impressed with the progress in Beaver Dam. He felt we have some excellent contractors and he appreciated their work.

General Manager's Report – Voneene Jorgensen

General Manager Jorgensen stated she did not provide an official written report to the board as it has been such a short time since the last meeting. She reported the District received \$116,000 in reimbursement funds from the Division of Drinking Water and is still waiting for money from the Corps of Engineers. The District met with Mayor Thayne and Councilman Lynn Stewart of Deweyville in regards to the surplus water agreement for water to the Collinston project. They were going to take it to their City Council on Thursday night. They were in agreement in concept and only had a few questions.

The public comment period for our water rights change application in Beaver Dam has ended. She believes no protests were received and a water right hearing will not need to be held. This will put the change application on a faster track.

She reported she attended the Utah Association of Special Districts convention with Chairman Burt and Vice Chairman Rudd. It was a good convention and it was worthwhile. She appreciated being able to attend.

She gave appreciation for the evaluations of her performance that were returned by some of the board members. She was grateful for the board's kind words, support and confidence. She expressed her desire to work on the things she needs to do.

Property taxes are due at the end of this month. Chanshare will pay \$5,290.00 in property taxes for the land they are leasing. The District will pay Cache County \$81.70 for the tax on the District's property. In re-negotiating the contract with our renter of that property, we will include the taxes are to be paid by the renter next year. These are called privilege taxes that are paid by a tax exempt entity because we are receiving revenue from the property.

The Water Summit will be held on November 29th in Provo. She invited the board members to attend and submit a registration form.

Chairman Burt and General Manager Jorgensen commented on the amount of new requirements they learned about at the UASD Convention that will cost the District funds. This is probably the last year the District budget will be under the \$1,000,000 requirement for posting financial information on the state transparency website. We will have this year to work on the format and get prepared for it. The Legislative Auditor General's Office is administrating this change and the costs are very high in time and money for government entities to be in compliance. General Manager Jorgensen believes the website is a waste of taxpayer's money because anyone can submit a GRAMA request for any of the information. It is quite controversial. She felt it is very invasive and the salary amounts listed on the website should not be tied to a person's name but to a title for a specific position.

**Financial Business – LaRall Thompson
Approval of Financial Statements**

The financial statements were prepared and provided to the Board Members at the meeting. Financial Chairman Thompson asked the board to review the statements and called for a motion of approval.

Vice Chairman Ross Rudd moved to approve the financial statements as presented. The motion was seconded by Board Member Charles Holmgren. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Stokes, Baugh, Holmgren, Christensen and Adams voted in favor of the motion.

**Unfinished Business – Chairman Clint Burt
South Willard Waterline**

Chairman Burt expressed his desire to resolve this pipeline issue in South Willard expeditiously. He stated the District would like to get it taken care of before the first of the year. We believe from previous discussions with the Division of Drinking Water that the District can use some of the grant money to pay for it but we don't know if we can use it into next year. The General Manager has sent a letter with the proposal to the Division of Drinking Water requesting their written consent for the District to use grant funds for the purchase of the waterline. Chairman Burt explained the District has not yet received a response from the offer given to the South Willard Water Company. Richard Day wants to have the users vote on selling the line. The rate the customers are now paying for water is lower than for other District customers and the District could keep the same rate for those customers for a few years.

Public Comment

There were no public comments.

Adjourn

A motion to adjourn the meeting was made by Vice Chairman Ross Rudd . The motion was seconded by Financial Chairman LaRall Thompson. Chairman Burt, Vice Chairman Rudd, Financial Chairman Thompson and Board Members Stokes, Baugh, Holmgren, Christensen and Adams voted in favor of the motion.

The meeting adjourned at 7:55 p.m.