

**Bear River Water Conservancy District
Board Meeting
Wednesday, December 13, 2017 @ 7:00 p.m.
Bear River Water Conservancy District Conference Room
102 West Forest Street, Brigham City, Utah**

Minutes

Present: Trustees: Chairman Roger Fridal, Financial Chairman Charles Holmgren, Jay Capener, Tyler Vincent, Mark Larson, Neil Capener, Richard Day, Russell Howe, Jay Carter, and Jeffrey D. Scott

Staff: General Manager Voneene Jorgensen, System Operator Robert Thayne and Administrative Assistant Cassee Harper

Visitors: Bill Bigelow – Hansen, Allen & Luce

Excused: David Forsgren

Invocation: Board Member Scott

Pledge of Allegiance lead: Financial Chairman Holmgren

Adoption of the Agenda – Chairman Roger Fridal

A motion was made by Financial Chairman to adopt the agenda as presented. Board Member Vincent seconded the motion. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Approval of the Minutes for the Board Meeting held November 8, 2017

The minutes of the meeting held November 8, 2017 were included with the packet that was mailed to the Board Members.

A motion was made by Board Member Vincent to approve the minutes for the meeting held November 8, 2017. The motion was seconded by Board Member Larson. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Public Hearing – BRWCD 2018 Budget

General Manager Jorgensen presented a summary of the budget for 2018. The Tentative Budget was presented to the Board on November 8, 2017. There has been 30 days to review the budget and the proposed budget remains unchanged. We have a balanced budget of \$1,890,723.00.

Opening of Public Comment

Chairman Fridal called for a motion to open the public hearing to hear comments from the public regarding the 2018 proposed budget.

A motion was made by Board Member Vincent to open the public hearing. The motion was seconded by Board Member Day. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

There was no public comment.

Closing of Public Comment

A motion was made by Board Member Vincent to close the public hearing. The motion was seconded by Board Member Scott. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Adoption of 2018 Budget

RESOLUTION 01–2017 ADOPTING THE BEAR RIVER WATER CONSERVANCY DISTRICT’S BUDGET FOR FISCAL YEAR 2018

Financial Chairman Holmgren made a motion to pass Resolution 01–2017, the Adoption of the 2018 Budget. Board Member Vincent seconded the motion. A roll call vote was taken:

Jay Capener – Aye	Tyler Vincent – Aye
Mark Larson – Aye	Neil Capener – Aye
Richard Day – Aye	Russ Howe – Aye
Jay Carter – Aye	Jeff Scott – Aye
Charles Holmgren – Aye	Roger Fridal – Aye

The motion passed.

Collinston Water Supply Update – Bill Bigelow

The District owns a couple water rights on the foothills east of Deweyville, they are not exactly in Deweyville City limits, but they are immediately east of Deweyville town. These water rights were filed back in the late 1990's by Frank Nishiguchi and Dr. Oaks from Cache County. They are located at the mouths of two small canyons; the north one is at the mouth of Flat Canyon and the south one is at the mouth of Pine Canyon. Because of the Master Plan we were able to look at the water supply for all the different projects the District is now responsible for and one of the highest in terms of urgency is the need is to provide a water source for the Collinston Project. We are looking at those two well sites and have talked to the state engineer about drilling test wells and locations for developing a well. We have also looked at the hydrogeology because the water rights are in the foothills and users to the west will likely be concerned about interference. We are preparing to talk to water users about monitoring the Dewey Springs before drilling some test wells to see if we will influence their springs. We have reason to believe, because we are drilling deeper and east of the Wasatch Fault, we have a good chance that there will be little or no influence on Dewey Springs. Since one site is on Forest Service ground and is designated as a wilderness area and one is on private ground, we would like to talk to the landowners in the area to see if anyone would be willing to let the District drill a well on their property and then discuss with the State Engineer the possibility of moving the well location.

Trustee Reports – Board Members

Jeff Scott – We need some water.

Jay Carter – We need rain.

Russell Howe – No report.

Richard Day – No report.

Neil Capener – No report.

Mark Larson – No report, but I will mention it again, we need some rain.

Tyler Vincent – Things in Brigham City are going very well. We've got good water, but we really need some snowpack. I am very grateful for this time of year and opportunity to spend time with family.

Jay Capener – No report.

Charles Holmgren – To follow up on my report from last month; the Canal Company has had some discussion with the proposal to add 3 feet of water to Bear Lake for the Bear River Water Users Association. PacifiCorp ran into trouble buying easements for flooding in the Thatcher, Idaho area. The irrigators offered to intercede for PacifiCorp to get the land easements for flooding

in the Thatcher, Idaho area and made the landowners an offer of \$200/acre to lease the land for potential flooding. We haven't heard anything back from the landowners, but PacifiCorp wasn't receptive to idea. When reading the minutes from last month I reported that PacifiCorp wanted to sell the water to the irrigators at \$55 an acre foot and when I was at the Board of Water Resources meeting last week they reported the State of Utah is buying water, for much less restricted use than PacifiCorp is proposing, for \$19 and acre foot out of Flaming Gorge Reservoir for Utah's portion of the water. That gives us an idea of how overpriced PacifiCorp is.

Monday, I was invited to go with Proctor & Gamble and the State History Review Board on a tour regarding the potential of relocating the Corinne Canal and spent the day with folks from the Utah State History. There were two archaeologists and the editor for the State History Magazine. We looked at the canal and Cutler Dam and had a tour of the P&G Plant. I gave the State History Board a 1976 copy of the Tremonton Leader that LaRall Thompson had given to me. It had a lot of history about settling the north end of this valley and the introduction of the sugar beet operation and canal system. P&G is going to present the District with a large display of the historical area out there when it is completed.

Roger Fridal – Talking about history; my grandpa was a hardcore Indian artifact collector and I have all sorts of items that he collected over the years from the Little Mountain area. Tremonton is doing very well, we have no particular issues. We are still in pursuit of a secondary water system and are working hard towards that. We haven't figured out exactly how to do it, but we are in the process of studying it and there is no painless or inexpensive way to do it. It will probably take 3-4 years to complete. We have no extra water and we must learn how to use the water we have wisely. There is a business that would like to come to Tremonton, but they need 200,000 gallons a day. That is a lot of water and we can't provide that to them.

2017 Projects Update and Slide Show – Robbie Thayne

Robbie presented a slide show of the projects the District has completed in 2017. They include: the remodel of the front office to put in the security glass and security door, the South Willard bypass, the Beaver Dam road repair, EFWCP (Environmentally Friendly Weed Control Program), air vac repairs in Bothwell, the new road in Bothwell, sample taps in all the water systems, repairs to waste valves in Bothwell, the booster pump replacement in the Tremonton booster station and replacing the meter in the Riverside/North Garland meter station. The Beaver Dam boardwalk, the Beaver Dam arsenic treatment system backwash upgrade, the Leffler water line extension in South Willard, the water meter to the C-Store in South Willard, labeling of fire hydrants and the fire hydrant flushing diffuser in addition to many other projects.

General Manager's Report – Voneene Jorgensen

The County Commissioners have reappointed Russell Howe and Tyler Vincent for another 4-year term.

We have done a lot of repairs in the building as far as security and have had our alarm system installed. We had to replace the garage doors that were installed when the building was built in the 1960's. We have looked at putting in a pitched roof on the office building and we are

waiting for some contractors to get back with us on that. Our first water system in Harper Ward was installed in 1994 and the Bothwell system was put in in 1995. As time goes by things need to be repaired and maintained. This past year has been spent doing repairs and maintenance plus we have gotten the Master Plan completed.

Policy Updates – Personnel Policy

As we were reviewing the Personnel Policy last month, Board Member Scott asked if we had a Grievance Policy. In our old policy it was called an Open-Door Policy. We have taken the policy from the County and have adapted it for the District.

Board Member Scott made a motion approve the grievance procedure as outlined. Board Member Vincent seconded the motion. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Waterline Cost Share Agreement –

The District has been looking at adopting a Pioneer Agreement. This is when an individual incurs expenses in extending a water line and there are others that will be able to connect to the extended line. This agreement would allow the individual to recoup or be reimbursed a percentage of his costs over a certain period of time from the fee established by the Pioneering Agreement.

After some discussion a motion was made by Board Member Larson to table this subject until the next meeting. Board Member Carter seconded the motion. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Open Account List –

The Board Members have been provided with a list of open accounts of vendors that the District has charge accounts for. This list needs to be approved annually.

A motion was made by Board Member Vincent to approve the Open Account List. The motion was seconded by Board Member N. Capener. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Schedule Approvals –

2018 Board Meeting Schedule, 2018 Holiday Schedule, 2018 Payroll Schedule, IRS Standard Mileage Rate and Per Diem and Employee COLA and Compensation

The 2018 Board Meeting Schedule and Official 2018 Holiday schedule and 2018 Payroll Schedule were sent to the Board Members with their packets.

A motion was made by Board Member Larson to approve the Bear River Water Conservancy District 2018 Board Meeting Schedule and the 2018 Official Holiday Schedule and 2018 Payroll

Schedules. The motion was seconded by Board Member Day. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

The IRS Standard Mileage Rate has not been published at this time but will be used when available.

A motion was made by Board Member Day to approve the 2018 Standard IRS mileage rate. The motion was seconded by Board Member Howe. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

The per diem rates for 2018 have changed slightly; they are \$10.00 for breakfast, \$14.00 for lunch and \$18.00 for dinner which comes to \$42.00 per full day.

A motion was made by Board Member Scott to approve the 2018 Per Diem Rates. The motion was seconded by Board Member Vincent. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Closed Meeting –

A motion was made by Board Member Day to go into a closed meeting to discuss the character, professional competence or physical or mental health of an individual. The motion was seconded by Board Member Vincent. A roll call vote was taken:

Jay Capener – Aye	Tyler Vincent – Aye
Mark Larson – Aye	Neil Capener – Aye
Richard Day – Aye	Russ Howe – Aye
Jay Carter – Aye	Jeff Scott – Aye
Charles Holmgren – Aye	Roger Fridal – Aye

The motion passed.

The District employees were asked to leave the meeting and the Board held a closed session.

A motion was made by Board Member Howe to go into general session. The motion was seconded by Board Member Larson. A roll call vote was taken:

Jay Capener – Aye	Tyler Vincent – Aye
Mark Larson – Aye	Neil Capener – Aye
Richard Day – Aye	Russ Howe – Aye
Jay Carter – Aye	Jeff Scott – Aye
Charles Holmgren – Aye	Roger Fridal – Aye

The motion passed.

Employee Cost of Living and Compensation – 2018

The Board approved a 2% COLA for employees. The Board approved a \$2,000 increase for the General Manager in addition the 2% COLA and to increase Trustee compensation from \$50.00 to \$75.00 for attending Board meetings. The Board proposed to give \$20.00 per hour compensation to the Financial Chairman for his time spent at the office reviewing financial reports and reviewing and signing checks.

A motion was made by Board Member Larson to compensate the Financial Chairman \$20 per hour for his financial duties. The motion was seconded by Board Member J. Capener. Chairman Fridal and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, and J. Capener voted in favor of the motion. Board Member Vincent voted against the motion and Financial Chairman Holmgren abstained from voting due to a conflict. The motion passed.

A motion was made by Board Member Vincent to adopt a COLA of 2% for the Bear River Water Conservancy District Employees for 2018, a \$2,000 increase for the General Manager and to increase Trustee compensation from \$50 to \$75. The motion was seconded by Board Member N. Capener. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Financial Business – Charles Holmgren Approval of Financial Statements

The financial statements for November 2017 were prepared and provided to the Board Members. Financial Chairman Holmgren asked for the Board to review the financial statements and approve them.

A motion was made by Board Member Vincent to approve the financial statements as presented. The motion was seconded by Board Member Carter. Chairman Fridal, Financial Chairman Holmgren and Board Members Scott, Carter, Howe, Day, N. Capener, Larson, Vincent and J. Capener voted in favor of the motion.

Adjourn

A motion to adjourn the meeting was made by Board Member Larson. The motion was seconded by Board Member Day. Chairman Fridal, Financial Chairman Holmgren and Board Members Vincent, Fridal, Capener, Day, Howe, Carter and Scott voted in favor of the motion

The meeting adjourned at 8:50 p.m.