

Central Iron County Water Conservancy District  
Board Meeting Minutes  
November 16, 2023



**Board Members**

David Harris  
Tyler Melling  
Tyler Allred  
Andrew McCrea  
Paul Nelson  
Terri Hartley  
Spencer Jones

**District Staff**

Paul Monroe-General Manager  
Mandi Williams-Office Manager  
Jessica Staheli- Public Outreach  
Curtis Nielson-District Engineer  
Justin Wayment-District Attorney  
Tracy Feltner-District Operator  
Jeff McKee-District Operator  
Tyler Glover-District Operator  
Christy Tullis-Billing Clerk  
Keston Steadmen-Intern

**Others in Attendance**

Clint Rogers- Stantec

**CALL TO ORDER:** •Board Member Harris called the meeting to order at 6:32 PM. Terri Hartley led the Pledge of Allegiance. Paul Nelson offered the invocation.

**DECLARATION OF ABSTENTIONS AND/OR CONFLICTS OF INTEREST BY BOARD MEMBERS:** •None.

**CONSIDER APPROVAL OF MINUTES FROM THE BOARD MEETING HELD OCTOBER 19<sup>th</sup>, 2023:**

Board Member McCrea moved to approve the minutes from the Board Meeting & Special Board Meeting held October 19, 2023 & November 2, 2023. Second by Board Member Melling. Motion Unanimous at 6:35 PM. (8:52)

**PUBLIC COMMENT:** None.

**CONSIDER APPROVAL OF PAYMENT OF BILLS AND ADJUSTMENTS OCTOBER 14, 2023 THROUGH NOVEMBER 13, 2023:** •Williams-Highlighted the fire hydrant security deposits and the Capital projects including the Vandenberg well house. The District renewed the positions schedule bond. Sunrise Engineering is 92.5% complete on the management and the final design is 78% for the concrete tank designs. There were some significant corrections to URS for employees. •Hartley-Asked about the amount to Ensign, she wanted to know why that amount has been accumulating for years without payment? •Williams- they were holding invoices for the capital projects until the funding was given through USDA. •Monroe-Said that this process started in 2018/2019 to receive those bonds. The agreement was that Ensign would do the work and the design and when funding came in from USDA, they would ask for payment. •Williams-Went over the credits & debits. There was some clean up and two certified liens.

**Board Member Melling moved to approve the payment of bills from October 14, 2023 through November 13, 2023. Second by Board Member McCrea. Motion Unanimous at 6:54 PM. (19:35)**

**REVIEW NOVEMBER 2023 FINANCIALS OCTOBER 2023 REVIEW AND 2024 BUDGET PLAN AND REVIEW 2024 PROPOSED BUDGET:**

▪Monroe-Highlighted the different accounts of the 2023 budget. The water revenue, property tax revenue, interest revenue, the water improvement project. There is the CD that was closed, and that money was put in the PTIF account. After the taxes and other revenue, 2023 will show a loss but in the long run it financially we will be better off. He reviewed the 2024 budget. There was 1 adjustment made in the budget after last month, which was an upgrade in the SCADA system. ▪Jones-Asked if the upgrade was for all the SCADA? ▪Monroe-Yes there was a full proposal last month, the District selected Dorsett to replace the SCADA system. It will probably be mid-July when we start moving to the new system. (27:26)

**Board Member Melling motioned to close the regular meeting and go into a Public Hearing. Second by Board Member McCrea. Motion Unanimous at 6:54 PM.**

**Roll Call as follows:**

**Melling-Aye  
Nelson-Aye  
Allred – Aye  
McCrea-Aye  
Harris-Aye  
Hartley- Aye  
Jones-Aye**

**There were no public comments.**

**Board Member Melling made a motion to close the public hearing on the Proposed 2024 Budget and Reopen the regular board meeting. Second by Board Member McCrea. Motion Unanimous at 6:55 PM.**

**Roll Call as follows:**

**Melling-Aye  
Nelson-Aye  
Allred – Aye  
McCrea-Aye  
Harris-Aye  
Hartley- Aye  
Jones-Aye**

**CONSIDER THE APPROVAL OF 2024 PROPOSED BUDGET:**

**Board Member Melling move to approve the 2024 Proposed Budget. Second by McCrea Motion Unanimous at 6:55 PM.**

**Roll Call as follows:**

**Melling-Aye**

**Nelson-Aye**

**Allred – Aye**

**McCrea-Aye**

**Harris-Aye**

**Hartley- Aye**

**Jones-Aye**

**CONSIDER THE APPROVAL OF 2024 BOARD MEETING SCHEDULE & 2024 DISTRICT HOLIDAY SCHEDULE:**

**Board Member McCrea moved to approve the 2024 Board meeting Schedule and the 2024 District Holiday Schedule. Second by Board Member Hartley Motion Unanimous at 6:59 PM. (33:48)**

**WATER IMPROVEMENT PROJECT:** ▪Monroe-Said 90% of drawings are complete on the tank, bids are being finalized for the test well in Basin 71, the waterline materials contract was approved in the special meeting in November. He said he contacted a couple of the landowners about the water line that will go in on 4000 N, it is between Lund Highway and 4400 W, it will be a 12” line to loop the system and create the lower pressure zone and will connect all of the districts lower pressure zones. He talked to Craig Jones, and he is going to allow us to put the pipe on the corner of his pivot on 4000 N and the Derby well is up the street from there. Out towards the WWTP we are going to loop the line between 1700 W and 2300 W. He said that we are still working with the city on getting easements out there to put in the 18” line. In the future we will follow the belt route and will be a 24” that will connect to the 24” line on Iron Springs Road. All of those will be going out to bid to contractors for the well and the water lines. Hope to have final engineering on the tank and then go out to bid at the first of the year.

**BASIN 14 (PINE VALLEY) WATER SUPPLY PROJECT:** ▪Monroe-Said that Formation is getting closer, and they are in contact with USGS, we are still waiting for those hydrological studies to be reviewed. We reached out to Don Barnett to contact Melissa Marsbush, she has been overseeing this process. Tom Marsden is her boss at USGS which will review the study.

▪Monroe-said Bill Simmons is a national lobbyist, the Petersons have worked with him on Provo River. He had a good meeting with Bill and wants to consider having him work with the District on the Pine Valley Water Supply Project. ▪Harris said he thinks we need some representation at the federal level and there are some connections that could serve the District well. ▪Allred-said he was pretty passionate about the project. He was passionate about the opposition as well. ▪McCrea- asked if there is a specific objective? ▪Monroe- said we have a favorable congresswoman that could help work with the District and Beaver County. This is a Federal issue because all the state approvals are in place, we still need federal approval to cross Federal land. ▪Allred-said that Simmons said that he could help us get into the other congress offices to get help. ▪Jones-said that he thinks it would be a good idea but would like a return and report. ▪Harris-thinks that there are things to fix with Beaver County and Simmons will give the District opportunity to do things that we couldn’t do alone. ▪McCrea asked if this is a month-to-month contract or annual?

▪Curtis Nielson arrived at 7:09 PM (47:26)

**WATER CONSERVATION: AQUIFER RECHARGE, REUSE WWTP WATER & SUBSIDENCE MONITORING:**

▪Monroe-Highlighted the recharge. He said the District is still waiting on the grant from the State. On the reuse project there has been a lot of discussion with Cedar City. Cedar City has had a couple of meetings about it. ▪Melling said the District has put money toward a reuse project and the city is eligible for money, but they need to have a completed plan by the end of the year. There are a number of options for the Wastewater, roughly 2/3 is evaporating. They need a pump house and a holding basin, the money the city would get would cover that plus some. What is the plus some? The City is still exploring all options, one of the complications is the area around the treatment plant, the lease is in questionable legal status, the city is trying to get that figured out. ▪Monroe-Enoch and the District have a joint application with this, there is a lot that we can partner on. Waiting on the city to decide. ▪Hartley the council is not in favor of spending a bunch of money just to take the grant, unless it is on something that can be used permanently. ▪*There was quite a bit of discussion among the board members on the cost of the grant and what needs to be done.* (57:03)

**GENERAL MANAGER'S REPORT: OPERATIONS & PUBLIC EDUCATION:**

▪Monroe-Highlighted the West Desert Watershed Council. He said that they are trying to find ways that everyone's interests are protected in the western valleys. For operations, the guys have been working hard building the new Vandenberghe well house.

**BOARD MEMBERS REPORT:**

▪Melling said that the Utah Division of Water Resources sent an email about the Great Salt Lake Basin Integrated Plan Work Plan and comments are due in January. There is a virtual open house on December 7<sup>th</sup>. It covers the West Desert Watershed. ▪Monroe said that is who is coming to give a presentation to the Watershed Council.

▪McCrea talked about plans that Cedar City has, and the subsurface diversion rights up the canyon and managing the alluvial basin storage facility above coal creek. ▪*There was several minutes of discussion about this.*

▪**Annual Board Members Training** (Justin Wayment) - Said that every state agency helps to do the people's business, we operate to protect our citizens. There is an open meeting act and have to do a training every year. This is a concept of basic fairness. We shouldn't do anything to avoid open meeting laws. He went over what a meeting is and what you can and can't do and all other requirements as required by the State.

▪ **Fraud Risk Assessment** (Mandi Williams) – Went through the Fraud Risk Assessment with the Board. The State ranked the District to make sure that everything has checks and balances. The State has scored the District at 345, which is a low risk assessment. (1:36:49)

**CONSIDER THE APPROVAL OF THE ACQUISITION OF EASEMENTS AND REAL PROPERTY FOR PIPELINES AND OTHER PUBLIC INFRASTRUCTURE:**

▪Monroe-said he anticipated having something to discuss here but that he doesn't. ▪*There will be discussion in closed session regarding the purchase of real property for future infrastructure.*

**ENGINEERING REPORT:** •Nielson-talked about the extension from Iron Springs Rd and Sage Drive for Savage Services. They would only need an 8” line, so the District asked them to upsize to a 12” line. They wanted the District to pay them for the entire line and the upsize of the line. Curtis called today and spoke with Joe at Savage Services. Curtis said this doesn’t make sense that they were going to charge the District, Joe said that the District would be the client since we asked them to upsize. He brought up the BZI line and that the District just puts in the upsize. Curtis suggested that the District could leave it at an 8” and require Savage to put in their own 8” line to their facility. •*There was some discussion among the Board Members about this, and some members of the Board agreed that they could just stay at an 8” line. The Board directed Curtis to make them an offer and see what they say.*

**NEXT MEETING DATE: January 18, 2024**

**Board Member Melling motioned to close the regular session and go into a closed session for contracts, imminent litigation, or acquiring real property and/or water rights. Second by Board Member McCrea. Motion Unanimous at 8:15 PM.**

**Roll Call as follows:**

**Melling-Aye**

**Nelson-Aye**

**Allred – Aye**

**McCrea-Aye**

**Harris-Aye**

**Hartley-Aye**

**Jones-Aye**

**Board Member McCrea motioned to adjourn the closed session and resume the regular session Board Meeting. Second by Board Member Melling. Motion unanimous at 9:10 PM.**

**Board Member McCrea motioned to approve the contract to purchase the property for future infrastructure. Second by Board Member Allred. Motion Unanimous at 9:10 PM.**

**Board Member Allred motioned to approve the proposal from Bill Simmons. Second by Board Member Jones. Motion Unanimous at 9:12 PM.**

**Board Member Hartley motioned to offer the settlement amount for easements for the WWTP waterline in coordination with Cedar City. Second by Board Member Allred. Motion Unanimous at 9:13 PM.**

**Board Member Allred motioned to adjourn the regular session Board Meeting. Second by Board Member Hartley. Motion unanimous at 9:14 PM.**

**Meeting Adjourned at 9:14 PM.**