EMIGRATION IMPROVEMENT DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

THURSDAY, JANUARY 18, 2023

EMIGRATION CANYON FIRE STATION

5025 EMIGRATION CANYON ROAD

SALT LAKE CITY, UTAH

AND ZOOM

 **Regular Meeting**

Board Members in Attendance: David Bradford – Chair, Brent Tippets – Co-Chair, Mark Stevens – Co-Chair

Ex Officio: Eric Hawkes—District Manager, Jeremy Cook—Legal Counsel, Don Barnett— Barnett Intermountain Consulting

David Bradford called the meeting to order at 7:03 p.m.

**1. Consent Approval - Minutes for December 14, 2023**

MOTION: Brent Tippets made a motion to approve the minutes of the December 14, 2023, Trustee Meeting/Budget Hearing as written. Mark Stevens seconded the motion.

VOTE: Unanimous in favor of the motion.

**2. Financial Considerations and Report**

Mr. Hawkes reviewed FY2023 Year End Report with the Board.

MOTION: Brent Tippets made a motion to adopt the FY2023 year-end actuals as written. Mark Stevens seconded the motion.

VOTE: Unanimous in favor of the motion.

Mr. Hawkes presented the monthly financial considerations and report. There were no further questions or concerns.

2023 4th Quarter Transparency Report

Mr. Hawkes presented the 4th Quarter Transparency Report. There were no comments or concerns. He will submit the report to the State Auditor’s Transparency Website.

**3. Smart Water Grant –Badger Meter Installations – Extension (June 1, 2024)**

The District has received the Smart Water Grant funds for the new Badger Meters. The meters were to be installed before the money was disbursed, so Mr. Hawkes received an extension until June 1 to finish installing them. There are about fifty meters left to install; twelve of those will require significant digging. Brent Tippets suggested checking with the Township to see if they also need a digger—the EID and the Township could split the cost of the truck.

**4. FY2022 Financial Agreed Upon Procedures Report – Submitted to State Auditors**

There were no exceptions or discrepancies in the audit report.

**5. Approve Board Member Officers/Roles**

MOTION: Brent Tippets made a motion to keep the current roles of the board members. Mark Stevens seconded the motion.

VOTE: Unanimous in favor of the motion.

**6. Water System Report—System Consumption Report**

Don Barnett gave the water report. Last month, the District added two more connections. The use per-connection continues to go down. The annual water usage is very low, comparatively. Mr. Barnett presented the data on total water pumped for the year. A typical water system’s loss is 10-20%. Last year the EID was around 15% loss, Mr. Hawkes surmised.

Mr. Barnett also showed the stream flow forecast for Emigration Creek. It is 100% of normal as of January 1st, which means it is average. He is hopeful that there will be more precipitation this winter to increase the stream flow above average.

**7. Maintenance and Repairs**

The Board asked Mr. Barnett to bring to the next meeting preliminary estimates and ideas regarding the Brigham Fork Well. The Board discussed the need for redundancy. Fortunately, the Upper Freeze Creek Well is a very reliable well and does not show any indication of having issues. However, the Board agreed that it might be wise to have extra materials on hand in case the well were to have mechanical issues. Typically, when a pump goes out or they need production pipe for a repair, it can take a long time to get those items delivered. It would be good to have extras on hand so they could repair the well quickly. Well 2 is a decent backup well and the District also has good water storage in the tanks. Tyler Tippets from the audience asked if the Upper Freeze Creek Well were to go down during the winter, how would the District access the well? Mr. Hawkes replied that it would be difficult but possible, but he reiterated that Well 1 and Well 2 could hold the District over if it were during the winter, or for indoor usage during the summer.

**8. Any Items for Discussion from Board and/or from Visiting Public, Dismiss Public**

There were no further items for discussion from the visiting public.

**9. Closed Session – Pending Litigation**

MOTION: Board Chairman David Bradford made a motion to convene in closed session to discuss pending litigation. Brent Tippets seconded the motion.

VOTE: Unanimous in favor of the motion.

The Board of Trustees met in closed session from 7:39 — 8:20 p.m. Those present included David Bradford, Brent Tippets, Mark Stevens, Eric Hawkes, Don Barnett, Jeremy Cook.

MOTION: Board Member Brent Tippets made a motion to adjourn the meeting. David Bradford seconded the motion.

VOTE: Unanimous in favor of the motion.

The regular meeting of the Emigration Improvement District adjourned at 8:20 p.m.

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Minutes Approved