

**CENTRAL WEBER SEWER IMPROVEMENT DISTRICT  
2618 WEST PIONEER ROAD  
MARRIOTT-SLATERVILLE, UTAH 84404**

THE AGENDA FOR THE MEETING OF THE BOARD OF TRUSTEES OF CENTRAL WEBER SEWER IMPROVEMENT DISTRICT which will be held on Monday, November 18, 2024 at 5:00 p.m. at the District Offices located at 2618 West Pioneer Road, Marriott-Slaterville, Utah.

Pledge of Allegiance – Trustee Bingham

Invocation – Trustee Call

Public Comment

1. Minutes of October 21, 2024 Board Meeting Approval
2. Ratification of Vouchers in the Amount of \$5,565,594.98: Camille Cook
3. Consideration of FY 2024 Audit Report: Audit Committee and Amy Davies
4. Consideration of Purchases, Capital Projects, and Expenditures: James Dixon
  - a. Award of Contract for Weber River Crossing
  - b. Award of Contract for Weber River Crossing Engineering Construction Management
5. Project Updates of Major Capital Projects: James Dixon
6. Certification of Annexation/Withdrawal Petitions: Kevin Hall
7. Update Regarding Annexations: Kevin Hall
  - a. Resolution 2024-17: Longhorn Estates Annexation
  - b. Resolution 2024-18: Meibos Longhorn East Annexation
  - c. Resolution 2024-19: West Creek Annexation
8. Possible Closed Meeting Concerning Pending & Threatened Litigation, Purchase of Real Property and/or Personnel Issues
9. General Manager: Kevin Hall
10. Attorney: Mark Anderson
11. Other Business
12. Adjournment

In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call Central Weber Sewer Improvement District at 801-731-3011 at least 24 hours prior to the meeting.

Meeting material including minutes from previous meetings are available for view on the District's website: [www.centralweberut.gov](http://www.centralweberut.gov).

# AGENDA ITEM #1

Minutes of October 21, 2024  
Board Meeting Approval

MINUTES OF THE MEETING OF THE TRUSTEES  
OF THE CENTRAL WEBER SEWER IMPROVEMENT DISTRICT (CWSID)  
HELD MONDAY, OCTOBER 21, 2024, AT THE DISTRICT OFFICE  
LOCATED AT 2618 WEST PIONEER ROAD, MARRIOTT-SLATERVILLE, UTAH.

**Trustees Present:** Mark Allen, Neal Berube, Sheri Bingham, Bob Blind, Gage Froerer, Rich Hyer, Braden Mitchell, Ben Nadolski, Michelle Tait, Scott VanLeeuwen, and Rod Westbroek.

**Trustees Excused:** Bart Blair, Leonard Call, Russ Porter, and Rob Vanderwood.

**Others Present:** Kevin Hall, Camille Cook, James Dixon, Mark Anderson, Shawn Wilson, Clay Marriott, and Ryan Bench (Carollo Engineers).

**Call to Order**

Chairman Allen called the meeting to order at 5:00 p.m.

The pledge of allegiance was led by Trustee Froerer.

The invocation was offered by Trustee Hyer.

**Public Comment**

There were no public comments.

**Minutes of September 16, 2024 Board Meeting Approval**

It was moved by Trustee Hyer and seconded by Trustee Mitchell as follows:

**That the September 16, 2024 Board meeting minutes be approved as presented.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

**Ratification of Vouchers**

Camille Cook reminded the Trustees about vouchers that previously were approved by the Board prior to payment, and recommended ratification of the September 2024 Check Register, which is an itemized list of all payments made by the District during September, in the total amount of \$4,168,723.33.

It was moved by Trustee Hyer and seconded by Trustee Nadolski as follows:

**That the September 2024 Check Register be ratified and approved as presented in the total amount of \$4,168,723.33.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

## **Consideration of Purchases, Capital Projects, and Expenditures**

James Dixon presented the Managed Information Technology (IT) Services Contract for consideration by the Board. Mr. Dixon explained that the District utilizes a managed IT services contractor to maintain the District's administrative IT system.

A Request for Proposals (RFP) for IT Services was advertised and four proposals were received. The Proposals were evaluated, based on qualifications that were scored by a selection committee consisting of James Dixon, Camille Cook, and Trustee Leonard Call, and on annual cost.

The proposal receiving the highest score was submitted by Les Olsen IT. The Les Olsen IT proposal won on both cost and qualifications. The annual base cost of the contract is expected to be less than the General Manager's approval limit and will be within the current fiscal year Budget. However, the contract to be negotiated may include a 5 year term, which would require Board approval.

Mr. Dixon recommended approval of the award of a Managed IT Services Contract to Les Olsen IT, and that District staff be authorized to negotiate a multi-year Managed IT Services Contract in accordance with the District's Purchasing Policy.

It was moved by Trustee Froerer and seconded by Trustee Van Leeuwen as follows:

**That the Managed IT Services Contract be awarded to Les Olsen IT; and that District staff be authorized to negotiate a multi-year Managed IT Services Contract in accordance with the District's Purchasing Policy.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

## **Project Updates of Major Capital Projects**

Mr. Dixon presented financial and construction updates on the Phase 2 Expansion and UV (ultraviolet light) Disinfection Project being undertaken by Gerber Construction. The estimated completion date is on track for the Spring of 2026. The work is approximately 60% complete.

Mr. Dixon also informed the Board that the Drying Bed Rehabilitation Project has been moving forward, and should be completed by the end of October.

## **Certification of Annexation/Withdrawal Petitions**

There were no Petitions to be certified.

## **Consideration of Annexation Approvals**

Mr. Anderson arrived.

Mr. Hall presented the following annexation approval Resolutions for consideration by the Board:

Resolution 2024-17, Longhorn Estates, a 65 acre residential development in unincorporated western Weber County;

Resolution 2024-18, Longhorn East, a 40 acre residential development in unincorporated western Weber County; and

Resolution 2024-19, West Creek, a 30 acre residential development in unincorporated western Weber County.

Mr. Hall advised the Trustees that all three annexations will utilize the Promontory Commerce PID (Public Infrastructure District) lift station or be connected to the associated sewer line. Mr. Hall reminded the Board that the District is a wholesale provider of wastewater treatment services, with cities, a special service district, an improvement district and Weber County providing retail sewage collection services.

Trustee Froerer, who serves on the Weber County Commission, advised the Board that Weber County is familiar with the areas that are included in the annexation Resolutions. He mentioned that Weber County is currently requesting proposals from Little Mountain Service Area (LMSA) or another qualified third party retail service provider to take over retail sewer collection services in unincorporated areas in western Weber County. Trustee Froerer stated that Weber County's intent is not to provide sewer collection services in this area but, should Central Weber annex these three properties into the District, it could create a liability for Weber County regarding providing sewage collection services to the properties. Trustee Froerer recommended that the annexation approvals be tabled so LMSA representatives can attend the November Board meeting to present a long-term wastewater collection plan to the Trustees.

Mr. Anderson advised the Board that CWSID is not obligated to serve the areas, noting that the District's will-serve letters state that the Board is not committed to annex any of the areas, and the Board can reject an annexation request if it is not feasible for CWSID to serve the area. Mr. Anderson advised the Trustees that it may be premature to act on an annexation if there are unanswered questions regarding what entity will provide retail collection services to the proposed annexation area. Without a reliable provider of collection services, CWSID may not be able to provide wastewater treatment and disposal services.

In response to a question from Chairman Allen, Trustee Froerer confirmed that the three annexation petition properties are not within LMSA's boundaries.

Mr. Hall mentioned that LMSA is currently adapting to rapidly changing conditions in its service area. The LMSA Board of Trustees is considering converting LMSA to a collection-only service provider that will no longer provide wholesale sewage treatment services. The properties being considered for annexation cannot be annexed into two districts that provide the same service, but wholesale sewage treatment and retail sewage collection are two separate, distinct services. LMSA is aware of this situation, and would like to make a presentation to the Central Weber Board. Currently, Central Weber personnel operate LMSA's facilities pursuant to a formal contract between Central Weber and LMSA

Mr. Anderson advised the Board that, after listening to the discussion and reviewing the law, it might be advisable for the Board to get answers to the outstanding questions before acting on the annexations. Mr. Anderson expanded on Mr. Hall's comment that, if LMSA changes to a collection-only service area, the three properties being discussed could receive sewage treatment services from CWSID and sewage collection services from LMSA. Mr. Anderson suggested that it could be helpful for the Trustees to have a better idea of LMSA's future plans.

Trustee Froerer stated that LMSA plans to be ready to present information to the Central Weber Board during its November meeting. Trustee Froerer explained that Weber County is not opposed

to these annexations, but wants to ensure that sewage collection services will be available before CWSID moves forward with the annexations.

Chairman Allen asked if the Board could table all three annexation approvals. Mr. Hall responded that the Board has time, and could table the discussion until the November meeting and take action at that time.

It was moved by Trustee Hyer and seconded by Trustee Froerer as follows:

**That Resolution 2024-17, Resolution 2024-18, and Resolution 2024-19 be tabled for further consideration during the November 21, 2024 Board meeting.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

### **Review and Consideration of 2025 Board Meeting Schedule**

Mr. Hall presented the proposed 2025 Board meeting schedule for consideration. The 3<sup>rd</sup> Monday of each month is the normal meeting day for the Board but, due to Martin Luther King Jr. Day in January and President's Day in February, the proposed Board meetings have been moved to the 4<sup>th</sup> Monday in those months. The June and July Board meetings will be moved to the 2<sup>nd</sup> Monday of the month due to the Juneteenth and Pioneer Day holidays. All meetings will commence at 5:00 p.m.

It was moved by Trustee Van Leeuwen and seconded by Trustee Mitchell as follows:

**That the 2025 Board meeting schedule be approved as presented.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

### **Review and Consideration of September Financial Statement**

Ms. Cook presented the September Financial Statement and reported that the first quarter of the 2025 Fiscal Year is now complete.

Ms. Cook reviewed the financial reports and noted that the 2023 Bond has approximately \$8 Million remaining to be spent, as of the end of September.

The District is 25% through the current budget year. Operating revenues are only 15% because a significant portion of the District's annual income is tied to the timing of property tax receipts, most of which will come in during December. Payroll and benefits are at 22.7%, year-to-date. Utilities and services are at 16.7% of the budgeted amounts. The major cost items in this category are natural gas and electrical power, and those invoices are billed a month after the energy is used, so most line items in the utilities category only report two months of expenses.

The operations and maintenance budget is at 14% and pretreatment is currently at 23% of the annual budgeted amounts. Total operating expenses are at 22% of budgeted amounts, through the end of September.

At 44%, sewer impact fees are tracking above budgeted projections. Interest earnings continue to grow due to the rise in interest rates. Ms. Cook reminded the Trustees that these revenues are subject to market volatility and may not increase consistently in the future. The interest earnings currently are more than 100% of the budgeted amount for the entire fiscal year.

Ms. Cook reviewed the bond interest payments and the projected adjustments to capital assets. She noted that the independent auditors are working to complete their reviews and field work, and an Audit Committee meeting has been scheduled.

Ms. Cook reviewed the capital projects' budgets and reminded the Trustees that the Nutrient Removal Project is still the largest line item in the capital projects portion of the current fiscal year Budget.

Trustee Berube commented that the financial reports "look good".

It was moved by Trustee Berube and seconded by Trustee Blind as follows:

**That the September Financial Statement be approved as presented.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

**Possible Closed Meeting Concerning Pending & Threatened Litigation, Purchase of Real Property and/or Personnel Issues**

There was no need to go into a closed meeting.

**General Manager**

Mr. Hall reminded each of the Trustees to submit the training certificates that they received upon completion of Board member training on the Utah State Auditor's website.

**Attorney**

Mr. Anderson invited the Trustees to attend the upcoming annual Utah Association of Special Districts (UASD) Convention in Layton, noting that attending the Wednesday afternoon session of the Convention will satisfy the statutorily required Board member training, for which certificates will be issued, and there will also be Convention speakers on Thursday, and a legislative update on Friday.

**Other Business**

None.

**Adjournment**

There being no further business to come before the Board, it was moved by Trustee Hyer and seconded by Trustee Blind as follows:

**That the Board meeting be adjourned.**

The motion carried by the affirmative vote of Trustees Allen, Berube, Bingham, Blind, Froerer, Hyer, Mitchell, Nadolski, Tait, VanLeeuwen, and Westbroek.

Chairman Allen declared the meeting to be adjourned at 5:30 p.m.

Approved by the Board of Trustees of the Central Weber Sewer Improvement District on the 21st day of November, 2024.

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Mark C. Allen, Chairman

ATTEST:

\_\_\_\_\_  
Camille Cook, Clerk

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## AGENDA ITEM #2

Ratification of Vouchers in  
the Amount of \$5,565,594.98

# Memo

**To:** Board of Trustees  
**From:** Camille Cook  
**Date:** November 18, 2024  
**Subject:** Voucher Approvals

Vouchers, contracts & bids were approved prior to payment of the following items that were paid in the month of October.

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Amount</u>	<u>Purpose</u>
7/11/2022	Bank of Utah	41721	140,406.60	Phase 2 Expansion
7/11/2022	Gerber Construction	41728	2,667,725.46	Phase 2 Expansion
7/20/2020	Carollo	41688	69,672.04	Phase 2 Expansion
7/15/2024	Post Asphalt	41738	1,077,640.76	Drying Bed Rehabilitation
7/15/2024	Post Asphalt	41739	53,882.04	Drying Bed Rehabilitation

Kevin Hall, General Manager and Camille Cook, Finance Director are authorized to approve expenditures up to the amount of \$50,000 for payment. They are also authorized to approve expenditures above \$50,000 for utilities, payroll and benefits, bond interest and principal payments where service has been provided and agreed upon by the Board of Trustees prior to payment. The Board of Trustees only meet on a regular basis once a month, therefore the payment of invoices is ratified by the Board after payment has been made.

Report Criteria:  
 Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
10/24	10/02/2024	41661	BOWEN COLLINS & ASSOCIATES	1900 w pipeline upgrade project	90-400	34,428.80
10/24	10/02/2024	41662	CEM CORPORATION	lab supplies	60-430	664.13
10/24	10/02/2024	41663	CHEMTECH-FORD	pretreatment	70-240	1,670.00
10/24	10/02/2024	41663	CHEMTECH-FORD	pretreatment	70-240	1,076.00
10/24	10/02/2024	41663	CHEMTECH-FORD	plant monitoring	50-520	343.00
10/24	10/02/2024	41663	CHEMTECH-FORD	plant monitoring	50-520	431.00
10/24	10/02/2024	41664	CINTAS	cleaning service	50-370	78.47
10/24	10/02/2024	41664	CINTAS	clothing service	40-530	97.80
10/24	10/02/2024	41665	CMT ENGINEERING LABORATORIES	phase 2 bioreactors concrete testing	90-310	1,596.00
10/24	10/02/2024	41666	CONSERVE-A-WATT LIGHTING, INC.	clarifier lighting	60-410	572.04
10/24	10/02/2024	41667	ECONO WASTE INC	trash removal service	50-360	258.00
10/24	10/02/2024	41668	ENABLE UTAH	shredding	60-580	30.00
10/24	10/02/2024	41669	GRAINGER	fire hose nozzle	60-570	31.62
10/24	10/02/2024	41669	GRAINGER	lab bldg hxu belt	60-425	77.15
10/24	10/02/2024	41670	HACH COMPANY	lab supplies	60-340	929.22
10/24	10/02/2024	41671	HAZEN AND SAWYER	dewatering building hvac improvements	90-390	31,311.79
10/24	10/02/2024	41672	JUB ENGINEERS, INC.	drying bed expansion project	90-370	8,000.00
10/24	10/02/2024	41673	POLYDYNE, INC	5 totes polymer	60-460	21,782.15
10/24	10/02/2024	41673	POLYDYNE, INC	3 totes flosperse	60-450	15,581.28
10/24	10/02/2024	41674	Public Employees Health Prog.	125 CAFETERIA Cafeteria - 125 Medical Pay	24400	1,562.71
10/24	10/02/2024	41674	Public Employees Health Prog.	125 CAFETERIA Cafeteria - 125 Medical Pay	24400	22.50
10/24	10/02/2024	41675	ROCKY MOUNTAIN POWER	sept 2618 w pioneer	50-350	98,095.86
10/24	10/02/2024	41675	ROCKY MOUNTAIN POWER	sept 1590 w 400 n	50-350	27.40
10/24	10/02/2024	41675	ROCKY MOUNTAIN POWER	sept 400 w 30th st	50-350	2,535.12
10/24	10/02/2024	41676	UTAH DEPT WORKFORCE SERVICES	september unemployment	40-240	2,094.47
10/24	10/02/2024	41677	UTAH STATE TAX COMMISSION	monthly state tax/h State Withholding Tax Pay	22400	5,275.11
10/24	10/02/2024	41678	VANGUARD CLEANING SYSTEMS	october monthly service	60-420	555.00
10/24	10/02/2024	41679	VWR INTERNATIONAL LLC	lab supplies	60-430	1,290.39
10/24	10/02/2024	41679	VWR INTERNATIONAL LLC	lab supplies	60-430	1,278.03
10/24	10/02/2024	41680	WATERFORD SERVICES, INC.	cl2 bldg sensor	60-280	2,626.48
10/24	10/02/2024	41681	WEBER COUNTY TRANSFER STATION	september grit disposal	60-360	2,113.58
10/24	10/02/2024	41682	XYLEM WATER SOLUTIONS USA, INC.	industrial park guide rail	60-230	167.00
10/24	10/15/2024	41683	AMAZON CAPITAL SERVICES	2025 tacoma hazard light	60-630	63.99
10/24	10/15/2024	41683	AMAZON CAPITAL SERVICES	shop tools bearing puller set	60-570	68.89
10/24	10/15/2024	41683	AMAZON CAPITAL SERVICES	pc ups replacements	60-410	175.90
10/24	10/15/2024	41684	BDI - SLC (PNEUMATREK)	cl2 bldg belts	60-280	40.97
10/24	10/15/2024	41684	BDI - SLC (PNEUMATREK)	cl2 bldg belts	60-280	81.54
10/24	10/15/2024	41684	BDI - SLC (PNEUMATREK)	cl2 bldg belts	60-280	37.61
10/24	10/15/2024	41685	BELL JANITORIAL SUPPLY	tissues	60-570	34.76
10/24	10/15/2024	41685	BELL JANITORIAL SUPPLY	large garbage bags	60-570	38.24
10/24	10/15/2024	41686	BLUE STAKES OF UTAH 811	blue stakes - september	50-530	356.01
10/24	10/15/2024	41687	BONA VISTA WATER	september water service	50-310	2,112.40
10/24	10/15/2024	41687	BONA VISTA WATER	september storm water	50-480	3,065.00
10/24	10/15/2024	41687	BONA VISTA WATER	september house rental	85-460	152.99
10/24	10/15/2024	41687	BONA VISTA WATER	billing fees - 499 customers	50-450	973.05
10/24	10/15/2024	41688	CAROLLO	phase ii cms	90-310	69,672.04
10/24	10/15/2024	41688	CAROLLO	weber river crossing	90-400	24,979.25
10/24	10/15/2024	41689	CHEMTECH-FORD	pretreatment	70-240	835.00
10/24	10/15/2024	41689	CHEMTECH-FORD	pretreatment	70-240	2,215.00
10/24	10/15/2024	41689	CHEMTECH-FORD	plant monitoring	50-520	876.00
10/24	10/15/2024	41690	CINTAS	clothing service	40-530	97.80
10/24	10/15/2024	41690	CINTAS	cleaning service	50-370	78.47
10/24	10/15/2024	41691	CODALE ELECTRIC SUPPLY	level sensor install fw #1	60-230	32.90

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
10/24	10/15/2024	41692	COMMERCIAL TIRE, INC	highlander tires	60-630	621.36
10/24	10/15/2024	41693	CONSERVE-A-WATT LIGHTING, INC.	gate entrance lighting	60-420	480.80
10/24	10/15/2024	41693	CONSERVE-A-WATT LIGHTING, INC.	fw1 and bdo lift station led's	60-230	2,068.23
10/24	10/15/2024	41694	CULLIGAN	lab suplies	60-430	1,293.45
10/24	10/15/2024	41695	DOMINION ENERGY	september natural gas	50-320	7,927.34
10/24	10/15/2024	41696	FABIAN VANCOTT	general legal services - august	50-420	4,485.25
10/24	10/15/2024	41697	FISHER SCIENTIFIC	lab supplies	60-430	1,401.12
10/24	10/15/2024	41697	FISHER SCIENTIFIC	lab supplies	60-430	356.70
10/24	10/15/2024	41697	FISHER SCIENTIFIC	lab supplies	60-430	88.62
10/24	10/15/2024	41697	FISHER SCIENTIFIC	lab supplies	60-430	1,199.30
10/24	10/15/2024	41697	FISHER SCIENTIFIC	lab supplies	60-430	557.28
10/24	10/15/2024	41698	GRAINGER	grease	60-490	107.70
10/24	10/15/2024	41698	GRAINGER	water discharge hose	60-570	85.41
10/24	10/15/2024	41698	GRAINGER	level sensor install fw1	60-230	81.85
10/24	10/15/2024	41699	HOME DEPOT CREDIT SERVICES	silicone	60-570	82.25
10/24	10/15/2024	41699	HOME DEPOT CREDIT SERVICES	gorilla tape	60-570	49.70
10/24	10/15/2024	41699	HOME DEPOT CREDIT SERVICES	ferric bldg broom & dustpan	60-570	12.97
10/24	10/15/2024	41700	IDEXX DISTRIBUTION, INC.	gamma colliert	60-430	1,773.08
10/24	10/15/2024	41701	INDUSTRIAL SUPPLY	disposable gloves	70-230	114.85
10/24	10/15/2024	41701	INDUSTRIAL SUPPLY	disposable gloves	70-230	114.85
10/24	10/15/2024	41702	INTERMOUNTAIN WORKMED	employee drug screens and dot physicals	60-550	311.00
10/24	10/15/2024	41703	KIMBALL MIDWEST	truck stock electrical connections	60-570	72.00
10/24	10/15/2024	41704	LES OLSON COMPANY	mps service and supply - september	60-590	143.21
10/24	10/15/2024	41705	MOUNTAIN WEST PIPE AND SUPPLY	cl2 bldg hammerlock	60-280	854.25
10/24	10/15/2024	41706	MOUNTAINLAND SUPPLY COMPANY	lab women's shower repairs	60-420	1,371.78
10/24	10/15/2024	41707	NORCO, INC.	welding shop miller nozzles	60-570	106.22
10/24	10/15/2024	41707	NORCO, INC.	welding tanks	60-570	37.32
10/24	10/15/2024	41708	ODP BUSINESS SOLUTIONS, LLC	notebooks	60-580	7.93
10/24	10/15/2024	41708	ODP BUSINESS SOLUTIONS, LLC	calendars	60-580	37.86
10/24	10/15/2024	41709	PETTY CASH	gonzalez cdl permit test	40-510	52.00
10/24	10/15/2024	41709	PETTY CASH	m campbell per diem	40-510	15.00
10/24	10/15/2024	41709	PETTY CASH	m campbell per diem	40-510	30.00
10/24	10/15/2024	41709	PETTY CASH	m campbell per diem	40-510	45.00
10/24	10/15/2024	41710	SAM'S CLUB	clorox	60-570	18.38
10/24	10/15/2024	41710	SAM'S CLUB	employee appreciation	40-550	59.94
10/24	10/15/2024	41711	TAYLOR WEST WEBER WATER	september water service	60-230	36.20
10/24	10/15/2024	41712	TERRALOGIC	managed services - october	50-440	2,180.00
10/24	10/15/2024	41712	TERRALOGIC	microsoft office 365 e3 plan	60-590	654.80
10/24	10/15/2024	41713	TONY DIVINO TOYOTA	2024 toyota tacoma 005685	90-210	35,688.00
10/24	10/15/2024	41713	TONY DIVINO TOYOTA	trade-in 2016 toyota tacoma 002930	35-500	19,000.00-
10/24	10/15/2024	41713	TONY DIVINO TOYOTA	2024 toyota tacoma 005629	90-210	35,688.00
10/24	10/15/2024	41713	TONY DIVINO TOYOTA	trade-in 2016 toyota tacoma 003014	35-500	19,000.00-
10/24	10/15/2024	41714	US BANK	caselle conference cancellation - camille	40-510	545.00-
10/24	10/15/2024	41714	US BANK	caselle conference cancellation - paige	40-510	545.00-
10/24	10/15/2024	41714	US BANK	laboratory shipping	60-580	54.15
10/24	10/15/2024	41714	US BANK	weau certification renewal - whimpey	40-510	75.00
10/24	10/15/2024	41714	US BANK	board meeting	40-550	15.10
10/24	10/15/2024	41714	US BANK	board meeting	40-550	120.67
10/24	10/15/2024	41714	US BANK	weau certification renewal - tubbs	40-510	75.00
10/24	10/15/2024	41714	US BANK	employee appreciation	40-550	102.99
10/24	10/15/2024	41714	US BANK	laboratory shipping	60-580	402.36
10/24	10/15/2024	41714	US BANK	annual gis renewal	60-590	4,356.00
10/24	10/15/2024	41714	US BANK	weftec lodging	40-510	237.32
10/24	10/15/2024	41714	US BANK	weftec lodging	40-510	237.32
10/24	10/15/2024	41714	US BANK	weftec transportation	40-510	53.95
10/24	10/15/2024	41714	US BANK	weftec transportation	40-510	67.95

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
10/24	10/15/2024	41714	US BANK	microsoft office 365	60-590	30.84
10/24	10/15/2024	41714	US BANK	grounds chucks and locks	60-650	22.49
10/24	10/15/2024	41714	US BANK	weau pretreatment training	40-510	41.16
10/24	10/15/2024	41714	US BANK	weau pretreatment training gas	40-510	50.23
10/24	10/15/2024	41714	US BANK	weau pretreatment training	40-510	162.95
10/24	10/15/2024	41714	US BANK	weau pretreatment lodging - nelson	40-510	89.00
10/24	10/15/2024	41714	US BANK	weau pretreatment lodging - hipwell	40-510	89.00
10/24	10/15/2024	41714	US BANK	weau pretreatment lodging - nelson	40-510	311.75
10/24	10/15/2024	41714	US BANK	weau pretreatment lodging - hipwell	40-510	311.75
10/24	10/15/2024	41714	US BANK	weau pretreatment training gas	40-510	39.00
10/24	10/15/2024	41714	US BANK	as hw ahu 141	60-425	73.90
10/24	10/15/2024	41714	US BANK	replace flow meters	60-274	1,096.00
10/24	10/15/2024	41714	US BANK	chlorine bldg air compressor pressure switch	60-280	587.91
10/24	10/15/2024	41714	US BANK	dw truck dash valves	60-630	113.00
10/24	10/15/2024	41714	US BANK	cf ahu drain valve	60-425	600.44
10/24	10/15/2024	41714	US BANK	as hw grit slurry pump repair	60-245	2,220.20
10/24	10/15/2024	41714	US BANK	disposable gloves	60-570	255.80
10/24	10/15/2024	41714	US BANK	fire extinguisher tamper seals	60-550	167.00
10/24	10/15/2024	41714	US BANK	as hw grit slurry pump repair	60-245	1,083.90
10/24	10/15/2024	41714	US BANK	ferric bldg water pipe repair	60-420	71.33
10/24	10/15/2024	41714	US BANK	dw truck pushlock	60-630	50.54
10/24	10/15/2024	41714	US BANK	diamond grip gloves	60-570	127.50
10/24	10/15/2024	41714	US BANK	aerator replacement cord	60-670	205.50
10/24	10/15/2024	41714	US BANK	fall protection class	60-550	35.89
10/24	10/15/2024	41714	US BANK	safety lunch	60-550	136.75
10/24	10/15/2024	41714	US BANK	board meeting	40-550	26.30
10/24	10/15/2024	41714	US BANK	new employee background check	60-550	39.99
10/24	10/15/2024	41714	US BANK	new employee background check	60-550	1.00
10/24	10/15/2024	41715	ZIONS FIRST NATIONAL BANK	october monthly bond payment	14300	817,472.91
10/24	10/15/2024	41715	ZIONS FIRST NATIONAL BANK	october monthly bond payment	14320	276,291.67
10/24	10/15/2024	41715	ZIONS FIRST NATIONAL BANK	october monthly bond payment	28300	817,472.91-
10/24	10/15/2024	41715	ZIONS FIRST NATIONAL BANK	october monthly bond payment	28540	276,291.67-
10/24	10/15/2024	41715	ZIONS FIRST NATIONAL BANK	october monthly bond payment	29800	1,093,764.58
10/24	10/15/2024	41716	CMT ENGINEERING LABORATORIES	phase 2 bioreactors concrete testing	90-310	2,781.50
10/24	10/22/2024	41717	AIRGAS USA, LLC	welding tanks	60-570	48.00
10/24	10/22/2024	41718	AMAZON CAPITAL SERVICES	dw truck backup lights	60-630	288.19
10/24	10/22/2024	41718	AMAZON CAPITAL SERVICES	power strip	60-580	22.98
10/24	10/22/2024	41718	AMAZON CAPITAL SERVICES	ladder safety and organizers	60-550	163.86
10/24	10/22/2024	41718	AMAZON CAPITAL SERVICES	training room hdmi cable	60-580	11.93
10/24	10/22/2024	41718	AMAZON CAPITAL SERVICES	utility cart lights	60-630	201.84
10/24	10/22/2024	41719	ANDRITZ SEPARATION INC.	dw press #3	90-250	24,079.53
10/24	10/22/2024	41720	AUSTRAL STAR, LLC	crane inspection	60-420	3,297.05
10/24	10/22/2024	41721	BANK OF UTAH	phase 2 expansion & uv disinfection	90-310	140,406.60
10/24	10/22/2024	41722	CHEMTECH-FORD	pretreatment	70-240	835.00
10/24	10/22/2024	41722	CHEMTECH-FORD	pretreatment	70-240	1,670.00
10/24	10/22/2024	41722	CHEMTECH-FORD	pretreatment	70-240	1,205.00
10/24	10/22/2024	41722	CHEMTECH-FORD	plant monitoring	50-520	343.00
10/24	10/22/2024	41723	CINTAS	cleaning service	50-370	78.47
10/24	10/22/2024	41723	CINTAS	clothing service	40-530	188.05
10/24	10/22/2024	41723	CINTAS	cleaning service	50-370	78.47
10/24	10/22/2024	41723	CINTAS	clothing service	40-530	224.44
10/24	10/22/2024	41724	COMCAST	august/september phone service	50-340	872.32
10/24	10/22/2024	41724	COMCAST	september phone service	50-340	1,052.85
10/24	10/22/2024	41725	DAVIS COUNTY GOVERNMENT	truth and taxation combined ad	50-440	166.00
10/24	10/22/2024	41726	ERA	lab proficiency testing study	60-430	1,042.41
10/24	10/22/2024	41726	ERA	lcs samples for pt study	60-430	1,015.41

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
10/24	10/22/2024	41727	FISHER SCIENTIFIC	lab supplies	60-430	196.10
10/24	10/22/2024	41728	GERBER CONSTRUCTION INC.	phase 2 expansion & uv disinfection	90-310	2,667,725.46
10/24	10/22/2024	41729	GRAINGER	2025 tacoma toolbox	60-630	1,026.08
10/24	10/22/2024	41729	GRAINGER	cl2 bldg boiler #2 pump bearings	60-280	216.42
10/24	10/22/2024	41730	H&E EQUIPMENT SERVICES	gehl windshield wipers	60-630	106.56
10/24	10/22/2024	41731	HORIZON MANUFACTURING & REPAI	2 stainless auger flange replacements	60-245	4,950.00
10/24	10/22/2024	41732	LINCOLN FINANCIAL GROUP	october ltd premium	24800	3,522.23
10/24	10/22/2024	41733	MOTION INDUSTRIES	drill bits	60-570	27.44
10/24	10/22/2024	41734	MOUNTAIN WEST PIPE AND SUPPLY	contact chamber drain valve	60-280	4,314.00
10/24	10/22/2024	41735	OGDEN CITY UTILITIES	water service - 30th st ps	50-330	297.09
10/24	10/22/2024	41736	PHENOVA, INC	lab supplies	60-430	737.82
10/24	10/22/2024	41737	PILOT THOMAS	15w40 oil drums	60-490	1,114.15
10/24	10/22/2024	41738	Post Asphalt Paving and Construction	drying bed rehabilitation retainage	90-370	53,882.04
10/24	10/22/2024	41738	Post Asphalt Paving and Construction	drying bed rehabilitation	90-370	489,903.05
10/24	10/22/2024	41738	Post Asphalt Paving and Construction	drying bed rehabilitation	90-370	587,737.71
10/24	10/22/2024	41739	Post Asphalt Paving and Construction	drying bed rehabilitation retainage	90-370	53,882.04
10/24	10/22/2024	41740	Public Employees Health Prog.	125 CAFETERIA Cafeteria - 125 Medical Pay	24400	1,562.71
10/24	10/22/2024	41740	Public Employees Health Prog.	125 CAFETERIA Cafeteria - 125 Medical Pay	24400	22.50
10/24	10/22/2024	41741	RHINEHART OIL CO., LLC	55 gal mobil dte 10 oil	60-490	1,777.04
10/24	10/22/2024	41742	ROCKY MOUNTAIN AIR SOLUTIONS	welding tanks	60-570	31.60
10/24	10/22/2024	41743	ROCKY MOUNTAIN POWER	sep 2200 s 5100 w	50-350	2,083.57
10/24	10/22/2024	41743	ROCKY MOUNTAIN POWER	sep 2700 n 2600 w	50-350	474.27
10/24	10/22/2024	41743	ROCKY MOUNTAIN POWER	sep 200 s 3200 w	50-350	2,232.32
10/24	10/22/2024	41744	VERIZON WIRELESS	september aircard and tablet	60-210	80.02
10/24	10/22/2024	41744	VERIZON WIRELESS	september pump station and scada	60-210	217.13
10/24	10/22/2024	41745	W.E.T. Inc.	plant monitoring	50-510	1,300.00
10/24	10/22/2024	41746	WORKFORCEQA	employee drug screen	60-550	42.00
10/24	10/22/2024	41747	ZIONS FIRST NATIONAL BANK	2023a bond admin fee	50-560	2,500.00
10/24	10/29/2024	41748	ABEL PUMPS, LP	4 replacement flap valves	60-670	5,978.97
10/24	10/29/2024	41749	AMAZON CAPITAL SERVICES	voltage tester	60-570	38.06
10/24	10/29/2024	41749	AMAZON CAPITAL SERVICES	dw truck plug in adaptor	60-630	17.98
10/24	10/29/2024	41750	BROWN AND CALDWELL	roofing	90-390	1,501.05
10/24	10/29/2024	41751	CHEMTECH-FORD	pretreatment	70-240	1,056.00
10/24	10/29/2024	41752	CMT ENGINEERING LABORATORIES	phase 2 bioreactors concrete testing	90-310	1,225.00
10/24	10/29/2024	41753	FABIAN VANCOTT	general legal services - september	50-420	5,810.25
10/24	10/29/2024	41754	GRAINGER	as hw restroom paper towel disp	60-245	63.12
10/24	10/29/2024	41755	GREAT WESTERN SUPPLY, INC.	as hw uw repair	60-570	229.66
10/24	10/29/2024	41756	HACH COMPANY	lab supplies	60-430	1,014.14
10/24	10/29/2024	41757	HAZEN AND SAWYER	dewatering building hvac improvements	90-390	26,305.00
10/24	10/29/2024	41758	HONE PROPANE	fill 3 propane tanks	60-500	52.25
10/24	10/29/2024	41759	LGG INDUSTRIAL, INC.	fire hoses	60-570	491.13
10/24	10/29/2024	41760	MARRIOTT CONSTRUCTION	752.5 tons biosolids hauled	60-350	6,772.50
10/24	10/29/2024	41761	MOTION INDUSTRIES	streamlight head lamp	60-570	17.31
10/24	10/29/2024	41762	NAPA AUTO PARTS	yard tanks/gorman pump filters	60-690	38.12
10/24	10/29/2024	41763	OLD REPUBLIC NATIONAL TITLE INSU	land exchange	50-440	4,607.00
10/24	10/29/2024	41764	ROCKY MOUNTAIN POWER	oct 1590 w 400 n	50-350	26.42
10/24	10/29/2024	41764	ROCKY MOUNTAIN POWER	oct 400 w 30th st	50-350	2,433.58
10/24	10/29/2024	41765	THATCHER COMPANY	31,480 lb chlorine	60-440	33,589.16
10/24	10/29/2024	41765	THATCHER COMPANY	45,000 lbs sodium bisulfite	60-465	7,927.75
10/24	10/29/2024	41766	TRACKING SOLUTIONS, INC.	lab supplies	60-430	313.94
10/24	10/29/2024	41767	UTAH ASSOC OF SPECIAL DISTRICT	uasd annual convention - bob blind	40-510	350.00
10/24	10/29/2024	41768	WILSON, SHAWN	cdl license renewal reimbursement	40-510	52.00
Grand Totals:						<u>5,565,594.98</u>

## AGENDA ITEM #3

Consideration of FY 2024  
Audit Report



November 8, 2024

To the Board of Trustees  
Central Weber Sewer Improvement District  
2618 West Pioneer Road  
Ogden, UT 84404

We have audited the financial statements of the business-type activities of Central Weber Sewer Improvement District for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 6, 2024. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Central Weber Sewer Improvement District are described in Note 1 to the financial statements. GASB Statement No. 96 was adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by Central Weber Sewer Improvement District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Central Weber Sewer Improvement District's financial statements was:

Management's estimate of the estimated useful life of capital assets is based on historical averages on replacement. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

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ROYCE J. RICHARDS, J.D., CPA | RYAN R. CHILD, CPA

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2490 WALL AVENUE, OGDEN, UTAH 84401 | MAIN 801-621-0440 | FAX 801-399-9264



### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 8, 2024.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Central Weber Sewer Improvement District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Central Weber Sewer Improvement District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters for Your Consideration

During our audit we also noted items of improvement to internal controls and processes that will improve financial reporting and the control structure. Below are these items for your consideration.

#### **2024-01: State Compliance – Special Districts Board Members**

**Finding:** 1) Per Utah Code Ann. §17B-1-311, members of a board of trustees of a district, within one year after taking office or election to a new term, should complete training developed by the Office of the State Auditor in cooperation with the Utah Association of Special Districts. We noted two board members were unable to provide certificates indicating the required training was complete.

2) Per Utah Code Ann. §17B-1-303(9), a special district shall post on the Utah Public Notice Website the name, phone number, and email address of each member of the board of trustees. We noted contact information for three board members was not posted to the website.

**Recommendation:** We recommend the District ensure all board members receive and are able to provide proof of completion of required state training. In addition, we recommend the District post contact information to the Utah Public Notice Website for all board members.

**Management's Response:** We agree with the auditor's comments, and the following action will be taken to improve State Compliance. In order to facilitate the required board member training, District staff will remind trustees of the state compliance requirement annually. District staff will also work with the Utah Public Notice Website to correct the public-facing website so that the contact information for all board members is visible.

### Other Matters

We applied certain limited procedures to the management's discussion and analysis, the modified approach for eligible infrastructure assets, the schedule of the proportionate share of the net pension liability, the schedule of contributions, and the notes to the required supplementary information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of

management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Board of Trustees and management of Central Weber Sewer Improvement District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Child, Richards CPAs & Advisors*

## AGENDA ITEM #4

Consideration of Purchases,  
Capital Projects, and  
Expenditures

# Memo

**To:** Board of Trustees  
**From:** James Dixon  
**Date:** November 13, 2024  
**Subject:** Weber River Crossing Project Bid Summary

In Winter 2023, the District learned of a failing pipeline where one of our trunklines crosses under the Weber River. The collapsed pipe cannot be repaired and will require a replacement of approximately 600 feet of pipe.

In 2024, the District awarded a task for Carollo Engineers to design the replacement of the Weber River Crossing Pipeline. The design for this project has been completed and includes the following components:

- Replacement of approximately 600 feet of 48-inch diameter HDPE pipe across the Weber River

Due to the specialization associated with the large diameter pipe and the river crossing, contractors were prequalified. Three general contractors submitted bids that were opened on November 7, 2024. The bids were evaluated based on responsiveness and cost. The results are as shown below.

Contractor	Bid
<b>Ames Construction</b>	<b>\$ 3,306,544</b>
Whitaker Construction	\$ 4,818,720
W.W. Clyde Construction	\$ 7,601,905
<i>Engineer's Estimate</i>	<i>\$ 3,532,893</i>

After review of the bids, **staff recommends the Board approve the award of a contract to Ames Construction in the amount of \$3,306,544 for the replacement of the Weber River Crossing Pipeline Project.**

# Memo

**To:** Board of Trustees  
**From:** James Dixon  
**Date:** November 13, 2024  
**Subject:** Consideration of Task Order for Engineering Services – Weber River Crossing

## **Background Information:**

In Winter 2023, the District learned of a failing pipeline where one of our trunklines crosses under the Weber River. The collapsed pipe cannot be repaired and will require a replacement of approximately 600 feet of pipe.

In 2024, Carollo Engineers (Carollo) was awarded the design of the replacement of the Weber River Crossing Pipeline. The design for this project is complete and contractor bids will be presented separately.

Carollo was not scoped to provide services beyond bidding and is requesting an additional fee to provide engineering services during construction (ESDC). These services will primarily be limited to submittal reviews and requests for information, while field work will be managed by District staff. Carollo has an existing Master Services Agreement (MSA) and Task Order with the District and this work can be completed as an amendment to the design agreement.

**Staff has negotiated that fee and recommends approval of an amendment to Carollo Engineers for \$149,320 for Engineering Services During Construction.**

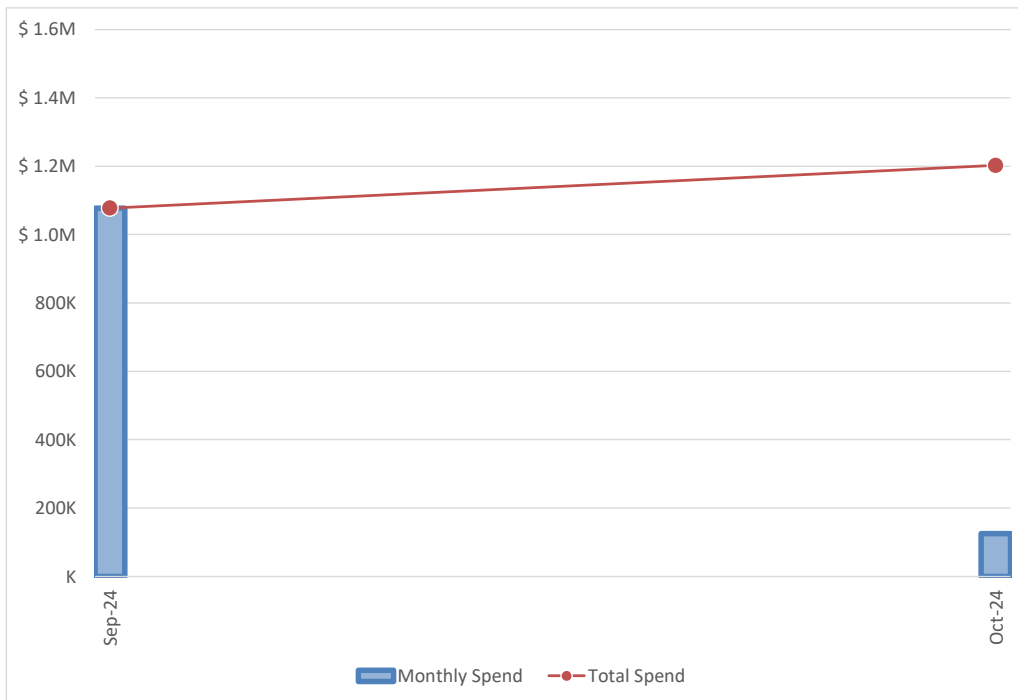
## AGENDA ITEM #5

### Project Updates of Major Capital Projects

# CWSID CONSTRUCTION PROJECT UPDATE NOVEMBER 2024 INVOICE PERIOD OCTOBER 2024

## POST ASPHALT DRYING BED REHABILITATION

DESCRIPTION	TO DATE
CONTRACT AMOUNT	\$ 1,604,820.00
EARNINGS FOR THIS PERIOD	\$ 124,937.63
PERCENT COMPLETE	74.94%
TOTAL EARNED	\$ 1,202,578.39
ESTIMATED COMPLETION DATE	November 30, 2024*



# CWSID CONSTRUCTION PROJECT UPDATE NOVEMBER 2024 INVOICE PERIOD OCTOBER 2024

## GERBER CONSTRUCTION PHASE 2 EXPANSION & UV DISINFECTION

DESCRIPTION	TO DATE
CONTRACT AMOUNT	\$ 87,599,747.00
EARNINGS FOR THIS PERIOD	\$ 2,780,302.60
PERCENT COMPLETE	66.59%
TOTAL EARNED	\$ 58,335,980.61
ESTIMATED COMPLETION DATE	SPRING 2026

