

Central Iron County Water Conservancy District
Board Meeting Minutes
June 20, 2013



BOARD OF DIRECTORS MEETING
CENTRAL IRON COUNTY WATER CONSERVANCY DISTRICT

June 20, 2013

BOARD MEMBERS PRESENT: Brent Hunter, Keith Williams, Tim Watson, Paul Cozzens, John Black, Spencer Jones. Rick Bonzo ~~and Justin Wayment are both~~ has been excused from this meeting

Others present: Kelly Crane (District Engineer), ~~Justin Wayment (District Legal Counsel)~~, Doug Hall (Chairman of CICWCD Conservation Advisory Board), Curtis Nielson (Ensign Engineering), Louise Lewis (Self), Dave Miller (Iron County Commissioner), News Reporter Kristen Daniel (Iron County Today).

Meeting called to order at 6:30 PM by Brent Hunter

6:30 1. Declaration of abstentions and/or conflicts of interest by Board members

~~Meeting called to order at 6:30 PM by Brent Hunter~~ NO abstentions or conflicts (4:35)

6:35 2. Introduction and swearing in of Spencer Jones to the Board of Directors

Spencer Jones was sworn into office by Mandi Williams. Spencer Jones was welcomed to the Board from the Board Chairman and Board Members at 6:30 pm

6:40 3. Consider approval of minutes from meetings of May 16, 2013

Tim ~~Watson~~ pointed out that under agenda item #3, payments from last month in paragraph two capitalize the letters in Home Depot.

John ~~Black~~ questioned who is authorized to sign on the State Bank of Southern Utah District Credit Card.

Tim Watson motioned to approve the minutes from the Board Meeting held May 16th, 2013 with the stated corrections
2nd Keith Williams

Motion passed unanimously at 6:35 pm

6:45 4. Financial Status, 2012 Audit Report, Consider approval of payment of bills from May 11 through June 13, 2013

Paul Monroe presented some highlighted areas on the financial statement. The balances in the PTIF accounts are: General \$399,000.00 and Debt Service \$340,000.00. The decrease of \$25,000.00 was to pay off the 1998 Angus loan. Brent H. asked if the excess of \$44,000.00 in that account can be moved. Paul M. said that just like a checking account, the balance can be moved at any time. The District's connection fees have met the projections for the year and everything from this point is just a bonus. ~~The general ledger line items addressed: In the line item for~~ West Desert Monitoring ~~has of now we have a balance of~~ \$6,100.00. ~~to date w~~We have paid \$20,600.00 into the monitoring. Item #62600, the Auditors have been paid off for the year. Paul M. cited ~~out~~ areas in the budget that may be utilized in other areas ~~such as things~~ that Doug Hall may bring up later in the meeting. Line item #65000 Public Education ~~e~~Expense we have \$1,500.00. Line item #69700 Cost Sharing, the 2013 cost sharing with USU was budgeted at \$50,000.00, after salary payments are made there will be some excess as well. In Water Conservation we have \$2500.00 budgeted. Paul M. also noted that in the current printout the line item #64100 Bank Charges reflects 742% was just a glitch of billing software for the \$25,000.00 this has been corrected. (14:08)

Tim W. asked about the capital budget, line item for Cedar Highlands' fire hydrants. He wanted to know who did the work and how many hydrants were installed for the \$15,720.00 spent. Paul ~~answered~~said that 3 fire hydrants were installed by Orton Excavating. Kelly confirmed that is an approximate cost total. Paul M. told the board that we received 5 bids on this job and Kelly C. stated that the location of these hydrants would have made a difference in the cost. (16:00)

Paul M. asked that before a motion to approve the expenditures is made he would also like the board members to take a look at the transaction register ~~which reflects manual charges or credits made to water accounts~~. There are charges reflected on this month's register are a result of the internal auditing that the office staff has been doing. There was an audit done ~~in the office~~ on the disconnected meters, ~~and~~ these are houses that have been found and billed for water that has been used for about 21 months of service. Paul M. made the board aware that we will be monitoring all meters in our systems. (20:43)

Tim W. questioned payment made to Jocelyn Communications. Paul explained the IT services performed by Jocelyn Communications that will make our office more efficient and that this should bring down future expenses with our website and email. (22:00)

Paul C. questioned the GL # described as Construction in Progress. This line identifies payments made for Cedar Highlands' ~~F~~fire hydrant project and also payments made to Ensign for the Master Plan.

Paul Cozzens motioned to approve the payment of bills and Charges & Credits Register dated 5-11-13 through 6-13-13

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2nd by John Black
Motioned passed unanimously

The 2012 Audit was presented by Paul Monroe Paul C. questioned ~~the reason why we~~ to go to Richfield to have ~~our~~ the district's audit done, instead of using a local company. Brent ~~H.~~ stated that there is no reason other than the board approved to extend the contract with Kimball & Roberts. Kelly ~~C.~~ believes it was a 3 year extension that was contracted 2 years ago, 2013 will be the final year and we will need to discuss extension of the contract again. Tim ~~W. that he~~ said he believes that a lot of the reason for the extension on this contract was due to the delinquencies and things they were working through.

Paul Cozzens motioned to take the audit and review it and vote on it next month

2nd by Tim W. ~~ayment~~ (6:53 PM)

Motion passed unanimously at 6:53 pm

7:00 5. Water Conservation: Update

Update given by Doug Hall-Doug has been working hard on getting volunteers for this advisory board. He has met with Paul ~~M.~~, Candace ~~S.~~, and Mandi ~~W.~~ a few times and ~~has~~ decided on some key points of concentration.

Conservation Advisory Board Areas of concentration:

1. Contact large non-agricultural outdoor water users Cedar and Enoch Cities, Southern Utah University, Iron County schools and churches to determine what water conservation activities are in place and what improvements can be made.
2. Construct an Outdoor Irrigation Usage Audit form to assist users in quantifying the existing system configuration and areas that can be improved for water conservation.
3. Contact the Iron County Home Builders Association to determine their policies and guidance to contractors on WaterSmart and Slow the Flow programs in new construction homes and provide training and assistance in formulation of a strong water conservation policy for new construction homes
4. Review city ordinances on landscape requirement and suggest changes as necessary to promote water conservation.

Doug feels that city codes/ordinances are written very vaguely. He would like to have some people on the advisory board that have some influence in writing & improving these ordinances. John Black feels that a main point of contact or go to would be the HOA's.

5. Work with local nurseries and garden centers to promote the Water Wise Plants program and plants that are adapter for our area and climate zone.

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Some work in this area has already been done. Doug would like to see it even more informative.

6. Expand promotion of the concepts involved in xeriscaping to reduce outdoor water usage especially to large water users.

Part of the plan is to try and identify areas where maybe more xeriscaping and less grass could be used.

7. Department of the Interior Bureau of Reclamation matching Grants under the WaterSmart Program.

Doug H. does feel like there are some really good grants to look into through the Bureau of Reclamations. For example there is a Title 16 Grant is budgeted for by reclamations regional offices. Brent H. and Doug both feel like this would be a great opportunity to look into for Coal Creek and Quichipa. Paul M. stated that he and Doug H. are both fully aware of strings that can be attached with the grant process and government monies. Paul M. said that he mentioned this in hopes to put some of the board members at ease. Doug H. will be thorough in his research.

8. Development of Consumer information and rebate programs to promote outdoor water conservation.

Doug H. feels like this is a big area to target the conservational programs. Doug H. would like to start with a couple of test cases. These test cases would hopefully be at the Three Peaks School and also one of the Cedar City Parks, either East Canyon Park or Veterans Park/Ball-field. Whatever place chosen would undergo a full audit done by Candace S. With these pilot areas we would like to move forward with where the efficiencies are and move forward in that direction as far as future rebate programs.

A. Lawn irrigation – smart controllers, high efficiency nozzles, drip irrigation, lawn reduction. Including homeowners, large outdoor water users and contractors during new construction.

B. Landscape Irrigation Certification Rebates – rebates to cover part of the certification cost for landscape Irrigation through the Irrigation Association:

John Black mentioned checking into the NRPA (National Park and Recreation Association) that provide trainings and certifications. Paul C. mentioned checking into the rate structure and suggested looking into the way things are billed. Paul M. agreed that it is very important, and also suggested that once the Master Plan is done we will be redoing the rate schedule. Doug told the Board that as of now the District has the highest water rates. Cedar City is next, then Enoch and the other areas.

8-1. Certified Irrigation Contractor-install, maintain and repair irrigation systems.

8-2. Certified Irrigation Designer-establish specifications and design drawings for irrigation

8-3. Certified Landscape Irrigation Auditor-gather irrigation water-use data & test

8-4. Certified Landscape Water Manager-evaluate, operate, manage and improve

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8-5. Qualified Water Efficient Landscaper (QWEL) - The Qualified Water-Efficient projects. IA certifies irrigation designers in six specialties. Landscape/turf specialties include commercial, golf course and residential irrigation; agriculture specialties include sprinkler, surface and drip-micro irrigation landscape irrigation systems to achieve the highest level of water conservation possible. Landscaper (QWEL) program provides twenty hours of educational materials designed to provide a better understanding of landscape water management for the landscape industry.

9. Improve CICWCD web page on Water Conservation.

Doug would like to see the “conservation” portion of the website beefed up and expanded to be informative and “meaty”.

10. Explore ideas for water reuse and recycling such as Rainwater Harvesting.

11. Expand promotion of programs such as Utah’s Choice, Water Wise Plants, Slow the Flow and WaterSense.

Doug H- would like us to incorporate all these messages and try to focus on one message.

12. Explore ideas to encourage water conservation within the agricultural community.

Brent H- and John B- both agree that there are a number of areas to be addressed as far as education of the agricultural community in our area. Doug H- would like to make more of an incentive for the agricultural community to invest more in conservation. Doug H- brought up again the Title 16 areas. Spencer J- wanted to address the work that the farmers are already doing, putting in center pivots and underground mainlines.

Members of the advisory board are (in alphabetical order):

- Blake DeMille (Landscape rock & also the chairman of the Spring & Garden Fest.)
- Chris Gale (Grounds superintendent for SUU)
- Garth Green (Southwest Plumbing)
- Doug Hall (Advisory Board Chair)
- Toby Mayes (Home Depot Garden Center Manager)-still waiting on approval
- Candace Schiable
- Hunter Schimm (Iron County School Board)
- Ryan Marshall (Cedar City Office Public Works Director)

Doug H- has tried contacting the Iron County Home Builders Association several times and hasn’t heard back. Doug H- would also like to find a representative from a local landscaping firm to be on this board. Paul M- wanted to make reference to the immediate focus for water conservation. Paul M- feels that there is money to appropriate and would like the board to make a decision on where to transfer the funds from to use on a water conservation project. Doug H- also mentioned that Candace S- is looking for \$1,000.00 to complete her turf project.

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Brent ~~Hunter~~ expressed thanks for the leg work and research done by Doug ~~H~~. He would like for him to keep moving forward. John ~~Black~~ would like the motion made to approve \$7,000.00 to put towards water conservation projects.

Paul C-~~ozzens~~ made the motion to approve \$7,000.00 for Water Conservation
2nd by Tim W~~ayment~~
Motioned passed unanimously at 7:48 PM (1:21:25)

7:20 6. Consider Decision for Wayne Smith Water Rights

Paul handed out the letter signed by Scott Wilson on Scott's last day working for the district. He also gave a copy of the settlement statement to each board member. Paul went over the documents and stated that from the settlement sheet it looks like everything was paid. Kelly verified that the \$715,000.00 was paid to Wayne Smith for the well & for 385 ac/ft of Water Right. Spencer ~~Jones~~ and other Board members did express interest in reviewing the file as a whole and looking over the agreements. Kelly ~~gave some background about the agreements made with Wayne Smith, he~~ spoke earlier in the day with Rod (Ensign Engineering) ~~about the agreements made with Wayne Smith,~~ and was able to procure a little history on the letter and actual agreement between Wayne Smith and S. Wilson or CICWCD. Rod said that he does recall ~~that the there was a~~ discussion about waiving the impact & connection fees on 50 connections that were referred to in the letter from S. Wilson. Rod also stated that everything was done verbally, and he had never seen the letter signed by S. Wilson Dec. 31, 2011. Paul ~~M~~-stated that there is not an agreement signed on Nov. 1, 2005 that is referenced in the letter signed by Scott Wilson on Dec. 31, 2011. Wayne Smith believes that he should be ~~paid or~~ cashed out on the 50 connections. Wayne ~~Smith~~ doesn't think that he has been paid out for these connections. Paul and Kelly both feel that agreement for these connections would have been contingent on customers connecting to the water district as paying customers.

Tim W. made the motion to table Item # 6 and approval was given to Paul M. to continue research on any information about these "handshake" agreements, and also to ask if Wayne Smith would be willing if necessary to attend a Board Meeting. Spencer ~~Jones~~ would like to see the 15 acre foot ~~water right~~ transfer between Wayne Smith and Clark documentation, and he asked as a new board member if Scott W. actually had the authority to make this kind of agreement without approval from the board. Spencer ~~Jones~~ would like to be able to view all of the documents in the file for Wayne Smith.

Tim motioned to table agenda item #6
2nd Spencer Jones
Motion passed unanimously at 7:59 pm (1:32:06)

7:30 7. Sunset Subdivision: Update

Paul has received several calls from potential home owners about the water. The developers have been working towards getting their State approval. Curtis Neilson

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(Ensign Engineering) has some technical points or concerns that will need to be addressed before the district will consider ~~takeing~~ over this system.

1. It is our understanding that the tank does not provide sufficient pressure to sustain the large fire suppression pump once water in the tank drops below 12 feet and once the pressure drops it a vacuum is produced which causes cavitation in the pump and eventually a pump failure.
2. If the pumps cannot operate after 20 feet has been withdrawn from the 32 foot tank then there is a water storage issue for fire suppression. The system basically operating on 2/3 of the actual storage available in the tank.
3. The fire suppression pump does not have a variable frequency drive (VFD) which is causing significant water hammer throughout the distribution system when it engages and disengages. This water hammer has resulted in several leaks affecting the ability to sustain pressure throughout the system.

Paul ~~M.~~ & Curtis stated that the water tank is 180,000 gallons and that is the minimum requirement for the fire flow required by the state. Curtis would like us to really focus on the key items listed above and also:

- The water pumps and the water hammer that is extreme they seem to be caveating
- Water line is not staying pressurizing.
- If the tank gets down to 12 feet and the pumps do not kick on and would not meet fire flow requirements.
- Pipe lines have been sitting for years without water
- Operate the system under normal working conditions. (For 3 or 4 weeks) and see what would happen. During this time John & Tracy would both be inspecting this system during this time.
- Would like to create a “warranty” type agreement between the district and the development. The lines and pumps are not under warranty as of now anyway.

Paul ~~M.~~ will be meeting with the developers on Tuesday.

Tim ~~W.~~ would like this tabled until next month and would like an update on meetings and work done by the developer.

Tim ~~W.~~ ~~would also like to know~~ questioned if any costs accrued by the subdivision are being paid by the subdivision. Paul ~~M.~~ stated that ~~no they are not~~ at this time they are not paying any of those costs. Tim ~~W.~~ wants us to look into having them absorb some of the cost associated with getting them in line with what is required for us to take over their system. He asked, is it possible to draft a letter stating that we as a district have done our due diligence, and from this point forth they will be responsible for costs accrued? Several members of the Board stated that we as a District are not under any pressure on this to get it done, and it is now up to the developers to make this perfect as far as the district is concerned. Paul ~~E.-C.~~ stated that time spent by Ensign and our water operators should be recorded and charged to Sunset accordingly.

Tim motioned that we draft a letter from the board to notify the developers at Sunset Subdivision that as a district have done our due diligence in expending our resources and holding their hand through the process and from this point forward they will need to absorb the costs associated with bringing the ~~the~~ subdivision system up to District standards before the District will do our final inspection and take over the system.

Discussion on setting a standard for subdivision approval and dollar amounts that the district would be willing to pay for each subdivision.

2nd Spencer Jones

Motion passed unanimously [at 8:19 pm](#)
[\(1:52:20\)](#)

7:40 8. Third Party Field Surveyor: Update

In a meeting with Bill Lund, Paul ~~M.~~ and Tim ~~W.~~ were given a report of the INSAR data (satellite imagery that is overlaid and mapped to determine subsidence.) The report provided states that in a 10 year period the landmarks have dropped roughly 4 inches. Paul ~~M.~~ called to DWR of Arizona and spoke with the people that monitor the subsidence [using INSAR data](#). They recommended putting the new landmarks in “hot zones” or the areas of the MOST subsidence. Paul ~~M. asked the questioned board~~ how many landmarks ~~we the board~~ would like to put in and how much money we are willing to spend. Brent ~~H.~~ remarked that we determined at the last board meeting that the district would take on this responsibility. He asked where we stood with Bill Lund. Paul ~~M.~~ answered stating that he and Tim just asked Bill Lund what his recommendations were on where we should put these benchmark sites. Whether or not we want to debate or argue what the UGS studies show was not discussed. Tim said that he when they told him that we would like to expand the benchmarks and he basically gave him his blessing. [\(1:58:09\) that they had met with Doug Grimshaw and told him](#) He also mentioned that NGS might be able to help fund a portion of this landmark project.

~~Brent H. would like Paul to continue work on agenda item.~~

Paul ~~M.~~ took a quick poll of the board and asked if we would like to continue work on the current study being done. Paul believes that the next update done by UGS would be in Aug-~~ust~~. ~~Paul would like to have the board's input on this before the rush for Paul M. would be is~~ UGS ~~is~~ going to publish their report, ~~he would like to have this addressed before publication.~~ Tim ~~W.~~ asked if ~~we a request~~ could ~~request that be made that~~ the presentation be made to the board before the report is published. ~~Brent would like Paul to continue work on agenda item. Brent H. stated but~~ that he doesn't want anything done until Curt Neilson (Cedar City Corp.) is on board. At least make sure that he is in agreement with it. Paul C. ~~stated that agrees~~ that Curt Neilson ~~knows has an abundance of knowledge~~ ~~it about this item better than anyone.~~ [\(2:02:33\) 8:29 pm](#)

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7:50 9. Aquifer Recharge: Update

Paul informed the board that Rick Bonzo met with the engineers from the National Guard and the powers that be, and they are very excited about this project because with the Coal Creek desalination project. They would like to it will give them a chance to be more get involved with helping communities and be out in public views. The National Guard has indicated that they are looking for projects that are intended to develop and enhance communities neighborhoods. The Coal Creek project is right up their alley and Rick's impression is that work could start next year the summer of 2014, but most likely the following summer. There is some preliminary engineer drawings that we would have to do and some permitting. Tim asked if it would be easier to get the cross sections for the tributaries completed or to get permitting through the state. Kelly stated that the easiest way to start is by getting a permit through the state. Paul said we would go through the state process which is similar to the Army Corp of Engineers. Once that is done the Army Corp of Engineers would look at the state permit and sign off on them.
(2:04:55) 8:34 pm

8:00 10. Wah Wah and Pine Valley: Update

There was a meeting held Monday June 17, 2013 that was attended by Paul M., Kelly C., Brent H., Rick B., Paul C. and ~~our~~the district water engineer Jack Barnett. Paul M. stated said that it really helped having faces that represent the constituents of our area. The State Engineer did say that he would approve the full application of 27,000 ac/ft, if the model didn't move. He wants the 3 year study done by USGS and he would not be persuaded to put this approval in writing.

Tuesday June 18, 2013 Paul M., Kelly C., Paul C., and Spencer Jones traveled to each valley, and ran a camera down a well, The first well that they ran the camera down in Wah Wah did test tested really well and was positive and the second well that was (8") didn't it look promising. UGS said they would be happy to come back down and let us ~~donated the use of~~ their camera again for the 12" well. Paul C. stated that he believes it is imperative that we continue to move forward with this testing.

Paul M. gave some numbers estimated costs. Base price is \$155,000.00 this is just test pumping and a small portion of set up. Both the BLM and State Engineer have said they would be interested in contributing to the cost. If this is the case we would not like to see each entity at roughly \$25,000.00. Kelly would estimates Ensigns costs around \$30,000.00. The total ~~Out~~ of the pocket of the district it could be roughly \$130,000.00. Paul C. believes that if we move forward with this test that the State Engineer would see our efforts. feel the pressure and may be more inclined to follow through with his approval of our application. Paul M. referred back to the financial statement and readdressed the excess funds in the PTIF account. Brent H. would like us to have Bert Press jet (Cedar Valley Pumps LLC), he has a treatment that he claims works by clearing the bacteria. Brent would like him to look at the cameras and see what he thinks, that it may be an inexpensive way to fix a problem with the wells if they are plugged up. Spencer Jones asked if all the bids have been submitted. Kelly stated that no they have only received one solid bid, but ~~Spencer Jones addressed the procedures he is familiar with.~~ Kelly said that he is waiting on a few more bids.

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Paul C. motioned to move forward on testing based on the bids that are to be received by Kelly. If need arises before the next board meeting a phone poll of the board's approval can be conducted.

2nd by Tim [Wayment](#) with an amendment that this is put out to bid by the local drilling companies.

Motion with amendment passed unanimously [at 8:49 pm \(2:21:55\)](#)

8:15 11. Master Plan Study: Update

Paul ~~M~~ & Kelly ~~C~~ told the board that work is being held up waiting for our handheld GPS/reader to be ready so that [we can do our mapping and](#) our operators can shoot the points needed for the study. At that point we should be able to move forward quickly.

[\(2:22:42\)](#)

8:20 12. Other Items

Paul M. addressed the Eagle Valley & Angus well properties. An agreement was made between the district and Randy Warner for him to lease the property and well for approx. 50 years. Paul M. would like to sell that property and well to him. Also, Ida Ruch in Eagle Valley would like to purchase the well property that is ~~adjacent to~~ [located at the back portion](#) her property.

Spencer ~~Jones~~ would like us to check into the process of the sale of District property, [and address this item in a future board meeting.](#) -

[\(2:27:00\)](#)

Brent Hunter & Paul ~~M~~ expressed his thanks to the board members who spent their time at both the meetings and out in the field. Kelly said that our actions will have an extreme impact on the State Engineer.

8:30 13. Adjourn

Paul ~~C-ozzens~~ motioned to adjourn the meeting at 8:55 pm

2nd by Keith Williams

Meeting adjourned at 8:55

[\(2:28:00\)](#)

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