



BOARD OF TRUSTEES

Meeting Minutes

Date: June 9, 2016

Lehi City Offices

153 N 100 E

Lehi, UT

Board of Trustees Members in Attendance:

Josh Cummings, Town of Goshen  
Terry Ficklin, Salem City  
Mike Geddes, City of Cedar Hills  
Larry Ellertson, Utah County Commissioner  
Greg Graves, Utah County Commissioner  
Ed Dennis, Highland City  
Mark Christensen, City of Saratoga Springs  
Seth Perrins, Spanish Fork City  
Jacob McHargue, Town of Vineyard  
Benjamin Reeves, Santaquin City, Chairperson  
Wendy Pray, City of Woodland Hills, Vice Chairperson  
Ikani Taumoepeau, Eagle Mountain City

Absent Board of Trustees Members:

Richard Nelson, Alpine City  
James O. Tracy, Utah County Sheriff  
Howard Anderson, Town of Cedar Fort  
Scott Spencer, Payson City  
Jason Walker, Lehi City  
Craig Whitehead, American Fork City  
Dale Bigler, Elk Ridge City  
Brad Gurney, Town of Fairfield  
Lonny Ward, Town of Genola

Others in Attendance:

Deborah Mecham, UVDSSD Executive Director  
Suzee Anderson, UVDSSD Administrative Specialist  
Junior Baker, Spanish Fork City Attorney

1. Call to Order: *Ben Reeves, Chairperson*
2. Consent Calendar: *Ben Reeves, Chairperson*

2.1 Meeting Minutes for May 12, 2016

2.2 Operations Procedure H-2016-004 "Child or Pet Involved Vehicle Lockouts"

**Motion to approve the consent calendar by Jacob McHargue**

**Second by Seth Perrins**

**Unanimous vote, motion carried.**

3. Business and Action Items:

3.1 Facility progress – *Deborah Mecham, Executive Director*

Benjamin Reeves stated he has been attending the weekly construction meetings and great progress has been made. Deborah Mecham agreed and informed the board that the interior framing and plumbing was complete, the exterior framing followed by sheathing was in progress, and the interior electrical was in progress. She expressed that the construction was on target for the substantial completion date of October 1, 2016. Benjamin Reeves indicated that there were 15 days set aside for possible weather delays, but the delays were not anticipated. He commented on two issues facing the completion of the facility. First, the retention basin has been filling with water due to a neighboring farm irrigation causing the channel to fill and backfill the pond. This is prohibiting the completion of the grading and landscaping work and also causing worry about possible flooding of the building. Benjamin stated that he was meeting with Richard Nielson from Utah County to discuss this issue and try to find solutions. The second issue commented on was the electrical plans being delayed in processing. Seth Perrins agreed to talk with the Spanish Fork electrical department and see if there was reason behind the delay.

3.1.1 Change Orders – *Deborah Mecham*

3.1.1.1 Change order #020 – Bi-Directional Antenna specification

Deborah Mecham explained that the budget contained a technical budget item which originally was estimated at \$40,000.00 to purchase a bi-directional antenna supporting the public safety network and ensuring no interference with the radios or wireless devices. She stated that the actual cost to install was \$12650.26. She was seeking approval to allocate the money from the technical budget item to the facility budget construction.

**Motion to approve change order #020 by Mark Christensen**

**Second by Ed Dennis**

**Unanimous vote, motion carried.**

3.1.1.2 Change order #011 – Cost to remove soils (previously held)

Deborah reminded the board that this change order had previously been presented. The decision was reached that the soil could not be used at a different location at the facility and needed to be removed. The cost associate with this is \$5449.28. Discussion ensued as to the feasibility for other entities to use

the fill for various purposes. A motion was made to speak with other entities to see if there was value and ability to move the soil. If possible, have an entity move it.

**Motion to approve change order #011 subject to conditions by Seth Perrins**

**Second by Larry Ellertson**

**Unanimous vote, motion carried.**

### 3.1.1.3 Review of change orders to date

Deborah provided information on the change orders approved to date and pending change orders and their status. She stated the total amount for change orders to date was \$102,228.44 and reiterated the budget of \$40,000.00 originally set aside for the bi-directional antenna could be applied to support the costs pending other finalizations.

### 3.2 Update on radio consoles for new facility – *Deborah Mecham*

Deborah Mecham stated that UCA had a board meeting a couple of weeks ago wherein the approval for one time monies was discussed. The decision was made to form a five member committee to make a recommendation as to whether to appropriate the money or not. Deborah explained that she had emailed the members with a history of steps taken during the facility process and the financial imposition of their decision. She stated that the money is budgeted to move the old equipment but that her hope was that the committee would recommend approving disbursement of funds. Deborah informed that she would attend the meeting at the end of June to receive the final decision. Discussion ensued about the general support or opposition of the committee.

### 3.3 Health insurance options

#### 3.3.1 Retired / exempt employee health insurance benefit

Deborah explained the circumstances regarding the exempt employee staying on previous insurance coverage ensuring continuing coverage after retirement. Discussion ensued as to the legality of doing such under the new Health Care Act. A decision was made to contact the district's benefits broker and research the issue and return to the board with recommendations.

#### 3.3.2 Traditional plan option for employees

Deborah stated that the district had not been able to provide traditional insurance to their employees in the past, however, this year that option was made available. She provided the board information on the cost of insurance on the current plan (high deductible) versus the cost of insurance on a traditional plan. Discussion ensued about the different entities insurance plans and the benefits and disadvantages of having two options. A decision was made to offer the district's employees both insurance options with the employee covering the difference each year between the cost of the current plan and the traditional plan, as long as it does not affect the district's current rates.

**Motion to approve insurance options by Mark Christensen**

**Second by Seth Perrins**

**Unanimous vote, motion carried**

3.4 A Review of the Administration of 911 Surcharges – A Report of the Utah Legislative Auditor General

Debbie gave a presentation on a report from the Utah Legislative Auditor General on a review of the administration of 911 surcharges. The auditors made recommendations for possibly changing the manner in which the local 911 surcharges are distributed to PSAPs, as well as responding to questions about requiring PSAPs to be required to meet minimum capability standards, and how grants should be addressed by UCA. Actions on their findings are pending. It was requested that Deborah Mecham provide information to the board to present to various legislative members.

3.5 Decision on July and August scheduled meetings

The decision was made to keep the July and August meeting as scheduled, but cancelling them if they need to be.

4. Other Business:

4.1 Operations Board report – *Scott Spencer, Chairman*

Scott Spencer was not in attendance. Deborah Mecham stated that the request was made in the Operations Meeting to keep the district informed of City Celebrations and special events ensuring the district could adequately staff and provide support for these events.

4.2 Directors report – *Deborah Mecham, Executive Director*

Deborah Mecham reported on the latest employees hired by the district. Training is ongoing with the newest hires and all four are doing well and the outlook is positive. She stated that a lateral employee would be starting the end of June. Deborah also stated that she had met with Juab County about the cost to provide dispatching service. She recalled the specifications from the meeting and informed the board that Juab County wanted a quote for services. Discussion ensued about the feasibility of offering services to Juab.

4.3 Open forum and next meeting agenda items

Deborah Mecham presented options for new logo ideas. Discussion ensued about the cost vs. benefit of changing the logo. Members expressed their opinions about logos. A decision was made to authorize Deborah to make the decision.

5. Adjournment

5.1 Next meeting – July 14, 2016 - Utah County Commission conference room

**Motion to approve insurance options by Mark Christensen**

**Second by Wendy Pray, Vice-Chairperson**

**Unanimous vote, motion carried**