



BOARD OF TRUSTEES

Meeting Minutes

Date: July 14, 2016

Lehi City Offices

153 N 100 E

Lehi, UT

Board of Trustees Members in Attendance:

Don Nay, Utah County  
Terry Ficklin, Salem City  
Larry Ellertson, Utah County Commissioner  
Mike Forshee, Utah County Sheriff  
Jason Bond, Alpine City  
Jason Walker, Lehi City  
Seth Perrins, Spanish Fork City  
Howard Anderson, Town of Cedar Fort  
Benjamin Reeves, Santaquin City, Chairperson  
Mike Geddes, Town of Cedar Hills

Absent Board of Trustees Members:

Wendy Pray, City of Woodland Hills, Vice-Chairperson  
Scott Spencer, Payson City  
Mark Christensen, City of Saratoga Springs  
Josh Cummings, Town of Goshen  
Craig Whitehead, American Fork City  
Dale Bigler, Elk Ridge City  
Jacob McHargue, Town of Vineyard  
Brad Gurney, Town of Fairfield  
Lonny Ward, Town of Genola  
Ikani Taumoepeau, Eagle Mountain City  
Ed Dennis, Highland City  
Greg Graves, Utah County Commissioner

Others in Attendance:

Deborah Mecham, UVDSSD Executive Director  
Suzee Anderson, UVDSSD Administrative Specialist  
Dave Swisher, Ascent Construction  
Justin Brady, Ascent Construction  
Ronna Hunter, Ascent Construction  
Scott Holmes, JCRA Architects  
Larry Henry, Woodland Hills Councilmember

1. Call to Order: *Ben Reeves, Chairperson*
  
2. Consent Calendar: *Ben Reeves, Chairperson*
  - 2.1 Meeting Minutes for May 12, 2016
  - 2.2 Warrant Register – May – June 2016

**Motion to approve the consent calendar by Seth Perrins  
Second by Jason Walker  
Unanimous Vote, motion carried.**

3. Business and Action Items:
  - 3.1 Facility Update

Ben Reeves welcomed the facility architect and contractor and praised their efforts. He stated that a lot of progress and great efforts have been made with the facility.

3.1.1.1 COR# 023R – Pre-Manufactured expansion joints

Scott Holmes explained that the exterior of the facility contained both brick and metal panel. A structural analysis was presented to place additional expansion joints at the corners to allow for movement in the event of seismic activity. It was recommended to provide 3” wide pre-fabricated joints. The cost involved in this change is \$2,038.43 and is an additional cost to the project.

3.1.1.2 COR# 024R – Communication Tower Base

Scott Holmes deferred to Justin Brady to comment on this change. Justin Brady explained the tower detail was not available when initial bid was received. When the design was received, the base was much larger than the initial footprint on the plan. The base size was increased from 12’ x 12’ to 20’ x 20’. Ben Reeves explained that the cost associated with this change order is \$16,426.77 and would be transferred from the Technical Budget, not increasing the overall project budget.

3.1.1.3 COR# 025R – Obstruction lighting power source and Mutoa change

This item was tabled.

3.1.1.4 COR# 027 – Netclock locations

Ben Reeves explained that Netclock makes sure that the clocks are tied together throughout the building to ensure exact time on each clock. Deborah Mecham explained that the 911 phone system did provide the infrastructure for Netclock, but it did not provide for the actual clocks nor the additional

cabling. This change would cost \$2,750.43 and would be transferred from the Technical Budget and would not increase the overall project budget.

**Motion to approve change orders 023R, 024R, table 025R, and approve 027 by Jason Walker**

**Second by Terry Ficklin**

**Unanimous Vote, motion carried.**

### 3.1.2 Change Orders to date, with funding methods

Deborah Mecham stated that the change orders along with the funding method for each change order were made available to the board. She described the transfers from technical budget and fund balance. Deborah Mecham also highlighted the changes that had been made with the Director's Approval and the items that were on hold or in review.

### 3.1.3 Discussion on Change Order #008R3 – Additional General Conditions for weather delays

Ben Reeves reminded the board that there had been 21 days that were previously approved due to weather conditions and soil conditions. To date, there has not been a utilization of this time. However, as the finish date nears, some of those days may need to be utilized. By next board meeting, an exact amount of delay should be available, if necessary.

### 3.1.4 Special Inspection and testing services contract with CMT Engineering

Deborah Mecham stated that an amount had been submitted to the architect for additional costs above the bid. Legal counsel is being sought in the matter and information will be presented as it becomes available.

### 3.2 Utah Communications Authority / radio console update

Deborah Mecham informed the board that a subcommittee had been formed and had submitted their findings for the UCA board to review and discuss at a future meeting. Deborah Mecham also informed the board that the moneys allocated by the Legislature to UCA have been pulled. Discussion ensued as to what the reasons for the recall of the monies and the impact of the findings were for The District, both financially and operationally. Requests were made for information from Deborah Mecham that board members could use to petition support from Legislators and other affected PSAPs.

### 3.3 Payment of health insurance premiums

Ben Reeves stated that in a prior board meeting the legality of the board to pay health insurance to another entity other than the current insurance carrier was questioned. Because The District is considered a small employer, with fewer than 50 employees, the act is legal. Discussion ensued about the benefit of paying outside insurance to prior retirees. It was agreed that all previously retired employees would be eligible to have their prior insurance paid by the district as long as it doesn't exceed the current premium of District Employees and as long as it doesn't negatively impact the cost of the District's current policy.

**Motion to approve by Seth Perrins**  
**Second by Larry Ellertson**  
**Unanimous Vote, motion carried.**

3.4 Request to UC Commission for Utah 911 Committee appointment

Ben Reeves stated that Deborah Mecham currently serves on the Utah 911 Committee. Her current term ends in September. Deborah Mecham explained that the process for nomination. The board supported recommending the appointment of Deborah Mecham to continue on the Utah 911 Committee.

**Motion to approve by Terry Ficklin**  
**Second by Jason Walker**  
**Unanimous Vote with Commissioner Larry Ellertson abstaining, motion carried.**

3.5 Update on discussion points for legislative audit recommendation on 911 revenue distribution

Ben Reeves and Deborah Mecham attended the Public Utilities Interim Committee where the legislative audit was to be discussed. The committee ran out of time on a different subject and did not address the audit. Deborah Mecham stated that she was still in the process of putting together talking points. Discussion ensued as to the benefit of the review but the need of validation of data and the possibilities of the allocation of monies.

4. Other Business”

4.1 Operations Board report – *Scott Spencer, Chairman*

Scott Spencer was not in attendance. There was not an Operations Board meeting held in July.

4.2 Directors report – *Deborah Mecham, Executive Director*

Deborah Mecham reported that Senate Bill 99 required a list of board member’s contact information to be on the public website. The District complied with this bill.

Deborah Mecham updated the board regarding staffing. The three new dispatchers hired in January are still employed by the district. The four hired in May are progressing. A lateral hire was employed in June. Three people are scheduled to begin training on July 18, 2016. Deborah stated that the mandatory overtime will come to an end in August, as soon as the partially trained dispatchers were on the schedule. Four new hires were approved in the budget and they will be hired in January. Deborah Mecham informed the board regarding Juab County’s request for fees and explained how the cost was figured.

4.3 Open forum and next meeting agenda items

5. Adjournment

5.1 Next meeting – August 11, 2016 – Lehi City Offices

It was discussed that there was a conflict with some schedules, so Deborah Mecham would check and see if it was necessary to reschedule.

**Motion to dismiss by Commissioner Larry Ellertson**

**Second by Terry Ficklin**

**Unanimous Vote, motion carried.**