

# **CACHE WATER DISTRICT BOARD OF TRUSTEES MEETING**

## **APRIL 17, 2017**

## **MINUTES**

The Cache Water District Board of Trustees convened in a regular session on April 17, 2017 at 5:30 p.m. at the Cache County Historic Courthouse, Council Chambers, 199 North Main Street, Logan, Utah.

### **ATTENDANCE**

#### **MEMBERS OF THE BOARD IN ATTENDANCE:**

Jeannie F. Simmonds – Logan #1 Council District  
Barbara Y. Tidwell – Logan #2 Council District  
Herm Olsen – Logan #3 Council District  
Max Pierce – North Council District  
Jonathan W. Hardman – South Council District  
David L. Erickson – At-Large Position  
Jared Clawson – At-Large Position  
Jon White – At-Large Position  
Don Baldwin – Agricultural Representative

#### **MEMBERS OF THE BOARD ABSENT:**

Bret Randall – Northeast Council District  
Shaun Dustin – Southeast Council District

#### **ALSO IN ATTENDANCE:**

Robert M. Fotheringham – Cache County  
Craig W Buttars – Cache County  
Lisa Welsh – Utah State University  
Janeen Allen – Cache County

### **CALL TO ORDER**

The meeting was called to order by Chair, Jeannie Simmonds at 5:34 p.m.

### **PUBLIC COMMENT**

There was no public comment

### **ITEMS OF BUSINESS**

#### **1. REVIEW AND APPROVAL OF AGENDA AND MINUTES (APRIL 3, 2017)**

Simmonds had one correction to the minutes and Allen made it.

**ACTION: Motion was made by Olsen and seconded by White to approve the minutes of the Cache Water District meeting held April 3, 2017 as amended. The vote in favor was unanimous, 8-0**

## **2. DECISION ON WEBSITE**

Simmonds said she had some people contact her saying the website was not working, but Allen said as far as she knew everything is working fine. Cache Water District meeting agendas and minutes are posted there. Fotheringham said the District just needs to get the website ownership changed from the county to the Cache Water District. He thought Allen could work with the web host to make that change in ownership.

Simmonds said that the District will need to hire someone to take over the responsibilities of managing the website and the social media, as well as posting agendas and recording minutes for the meetings. She asked Allen how long she would be willing to continue working in that capacity. Allen said she would stay as long as the District needs her. Erickson said there is a local business that manages websites, social media, etc. for irrigation companies. He will look into it and see if that is something the Cache Water District would like to pursue.

*5:39 p.m. – Max Pierce arrived*

## **DISCUSSION ITEMS**

### **1. REVIEW OF SECTIONS 5-9 OF THE BYLAWS**

Simmonds asked the board members if they had any questions or corrections of the bylaws for the sections under review.

Clawson said he believes the board has an obligation to the citizens of the county to stick to the bylaws created by the Work Group because that's one thing that was promised when the proposition went on the ballot.

Items discussed for change were:

Section & Title	Change to:
5.2.2	Establish policy to limit credit card purchases to the transaction amount for petty cash or require two signatures for credit card purchases
5.2.5	Establish policy that all persons with monetary responsibilities be bonded
7.1 Observation from Olsen that a change in the bylaws requires a 2/3 majority or super majority to pass; whereas policies, procedures, rules and regulations can be changed by a simple majority	

### **2. SET PUBLIC HEARING FOR MAY 1, 2017 AT 6:00 P.M. – CACHE WATER DISTRICT BYLAWS**

White voiced his opinion that if there is public input during a public hearing, the legislative body should not approve the document the hearing is about in that same meeting. The board should consider any public input that may be given during the public hearing on May 1<sup>st</sup> before approving the bylaws in the same meeting.

Simmonds asked the members of the board if they would be amenable to the option of having the bylaws on the agenda for approval in case there is no input at the public hearing; and if there is input, to hold off approval until the next meeting of the Cache Water District.

Simmonds asked Allen to post the bylaws with the changes in bold on the website for the public to view.

### **3. UPDATE ON INTERLOCAL AGREEMENT**

Buttars said there was an issue that came up with Fotheringham retiring from the County and being hired as a contract employee to assist in the establishment of the Cache Water District. Due to certain state retirement rules, if the county hires Fotheringham, it would jeopardize his retirement. Therefore, Fotheringham asked to work as a volunteer rather than be paid so as not to risk losing his retirement. Buttars apologized for this oversight and expressed his sincere appreciation for Fotheringham's willingness to continue to help through the transition.

Simmonds asked if the District could reimburse him after the 60-day period required by the State, but Fotheringham said he would rather volunteer than risk any of his retirement. Members of the board also expressed appreciation for his service.

Fotheringham said he has been in contact with Mark Anderson and said there will be a draft copy of the Interlocal Agreement available for review at the next meeting.

Clawson asked about the concern Dustin had about the meeting schedule for the Cache Water District. Simmonds said she had talked to Dustin and would put it on the agenda for the next meeting.

### **4. BUDGET MEETING**

Simmonds said this item will be moved to the next meeting because the budget committee hasn't met yet.

### **5. CANAL PROJECT STUDY – MAX PIERCE**

Pierce said he attended the meeting for about an hour but had to leave when they were about halfway through the agenda. He will follow up and attend the next meeting when it is held. The portion of the meeting he attended was very informative as to the roles of J-U-B and Frandsen in this study. J-U-B is working with the municipalities while Frandsen is working with the irrigation companies as they work through the study. BRAG was also in attendance discussing CIB funding. Other funding possibilities through the Ag Department at USU and NRCS were also discussed.

There was some discussion at this point whether the district had agreed to fund a portion of the study. Simmonds said that would need to be included when they have their budget meeting.

*6:11 p.m. – Herm Olsen left meeting*

### **6. STATEWIDE MEETING ATTENDANCE – BOB FOTHERINGHAM**

Fotheringham listed the meetings he is planning on attending through the end of April and invited board members to attend with him.

## **7. UPDATE ON STATEWIDE MEETINGS – BOB FOTHERINGHAM**

Fotheringham noted that the main meeting that someone from the District needs to attend is on April 21<sup>st</sup>. It is a Coordination meeting with Cache County and the Bear River Work Group. It is very important as they will be discussing the cost to develop the Bear River. Simmonds said she would attend.

## **OPEN ITEMS**

- Hardman asked how the district would like to handle requests for representatives to speak at various events and functions. He has been asked to speak to a group on April 27<sup>th</sup>. Simmonds suggested that there be some coordination with the rest of the board. Pierce agreed and said that it is always good to have more than one member of the board attend if possible. More discussion followed and it was decided to have the board member representing the particular area of the request be given first opportunity to speak to the group they represent. Erickson said he has already spoken at irrigation meetings. Simmonds suggested making the rest of the board aware of these requests and develop some talking points everyone could use. Buttars suggested using the 10 steps document that Fotheringham had written as talking points. Simmonds said she will make it an agenda item so it can be discussed at each meeting. White recommended that it be as consistent as possible so that no matter who is speaking on behalf of the district, the message is pretty much the same. Pierce said it would be good to invite people to attend the Cache Water District meetings. Erickson said he will also be attending the April 27<sup>th</sup> meeting.
- Fotheringham asked the members of the board if they would like to man a booth at the County Fair this year to help educate the public about the new district. There was some discussion and it was agreed that it would be good for public relations and education.

**ACTION: Motion was made by White and seconded by Pierce to pay for and run a booth at the Cache County Fair August 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup>, 2017. The vote in favor was unanimous, 7-0**

- Fotheringham asked if the board would like to have him change his name on the Utah Water Users membership form and have the district take his place now. If so, there is a \$500 membership dues that must be paid. Clawson asked if he could wait another month until the district is more organized and has a budget in place. Fotheringham said he could and he just wanted to make everyone aware of the organization. Erickson said the Utah Water Users conferences are very good and Fotheringham said it's a really good organization to belong to.

## **ADJOURN**

The meeting adjourned at 6:35 p.m.