

**MINUTES OF A MEETING OF THE WEBER BASIN WATER CONSERVANCY
DISTRICT BOARD OF TRUSTEES HELD TUESDAY, OCTOBER 18, 2022, 8:00 A.M.,
AT THE DAVIS CONVENTION CENTER**

Present:

Chairman Marlin K. Jensen
Trustee Mark D. Anderson
Trustee Kym O. Buttschardt
Trustee Scott K. Jenkins
Trustee Angie Osguthorpe
Trustee Christopher F. Robinson
Trustee Paul C. Summers

Excuse:

Trustee Jared Andersen
Trustee Randy B. Elliott

Scott W. Paxman, General Manager/CEO

**I
UTAH WATER SUMMIT**

The Trustees attended the Utah Water Summit at the Davis Convention Center throughout the day. The agenda included many very beneficial topics relating to water.

**II
CONSIDERATION OF ANNUAL HUMAN RESOURCE ITEMS**

Chairman Jensen welcomed all to the meeting and asked Gen. Mgr. Paxman to proceed with a presentation. Gen. Mgr. Paxman reviewed in detail the results of our recent research of the Consumer Price Index (CPI) and critical consumer products. Results included that the CPI is 8.7% and critical consumer products are averaging 12.9% increases. Not only are people paying more but they are often getting less in return. He discussed data showing the living wage in Davis County which has increased from 9% to 17% from 2021 to 2022.

Gen. Mgr. Paxman reported the District is still finding it difficult to retain employees. We have been unable to fill our open District Engineer position and will be losing one of our Crew Chiefs in our Maintenance Department. Gen. Mgr. Paxman reported at our August 4, 2022 the board adopted the amended budget which included the following:

- 5% COLA increase on 8/5/2023
- 5% COLA increase for Jan-Jun 2023
- 3% average merit increase for Jan-Jun 2023

In following the above, he recommended approval of the budgeted 5% COLA effective January 1, 2023 and the average 3% merit increase also effective January 1, 2023. This total increase of 8% was included in FY2023 budget.

Our research has indicated other water conservancy districts have approved very similar increases. Trustee Jenkins said Weber County approved a 6% midyear COLA, 3% end of year COLA, and an additional 3% bonus. Gen. Mgr. Paxman stated many entities have found these increases necessary to retain its work force.

Gen. Mgr. Paxman then reviewed health insurance rate changes. He stated medical insurance will increase by 6.9%, dental insurance by 5%, and vision insurance by 10% for new plan option only. The District's FY2023 budget included a 10% increase for each of these items.

Gen. Mgr. Paxman recommended the following employee benefits for 2023:

- Renew medical insurance with PEHP at 6.9% premium rate increase.
- Renew dental insurance with Cigna at 5.0% rate increase.
- Renew vision insurance with Opticare for Standard Plan and Expanded Plan with no change in plan design or premium rates. Add new FBA plan with same cost-share as Standard and Expanded Plans.
- Renew the Flexible Spending Account (FSA) with National Benefits Services with no changes.

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- Renew the Health Reimbursement Arrangement Plans (HRA) with B3PA with no changes.
- Renew Life, LTD, and AD&D insurance with Sun Life financial with change in plan design or premium rates.

The board excused Gen. Mgr. Paxman while they discussed his performance.

After considerable discussion and many questions, motion was made by Trustee Robinson, seconded by Trustee Jenkins and passed unanimously, approving the following:

- Based on considerable review and discussion of national, regional, and industry data, we recommend a 5.0% Cost of Living Adjustment to all regular employees' salaries and an average 3.0% merit ranging from 0% to 4% (based on performance evaluations and position-in-range) effective the first payroll in January 2023.
- We also recommend to continue full participation in the Utah State Retirement Tier 1 and Tier 2 programs at the prescribed rates, continue participation in all current employee benefit plans with the same percentage participation currently apportioned to the District and employees including a new vision plan with Opticare, medical premium rate increase of 6.9% dental premium rate increase of 5.0%, and no rate increase or plan change for Health Reimbursement Arrangement (HRA), Life, LTD/ADD, Employee Assistance Program, Flexible Spending Account (FSA), and Vision Standard and Expanded plans.
- Also, an additional average 4% merit (ranging from 0% to 5%) authorization to the General Manager to use for his Assistant General Managers in their annual evaluations, and a 5% merit increase be awarded to Gen. Mgr. Paxman.

Gen. Mgr. Paxman informed the board of organizational changes within the Administration Department. He said we have recognized a need for a Finance Department in which Calysta Bravo will be Manager. As Finance Department Manager, it is recommended she also be Clerk of the District. Discussion regarding staff and other issues continued.

After discussion ceased, motion was made by Trustee Buttschardt, seconded by Trustee Osguthorpe and passed unanimously, that Calysta Bravo be appointed as Clerk of the District.

III OTHER BUSINESS – POLICIES & PROCEDURES

Gen. Mgr. Paxman reported we have been discussing our water efficiency standards for replacement water for several months. Last meeting, particular mention was made to ADUs (additional domestic units). District staff was directed to further research ADU requirements and report back to the board. He stated the state engineer has informed us they currently require 0.45 a.f. for each additional ADU. With this requirement, we have revised our standards to include this language:

If a parcel has more than one approved residential unit on it, the District may allocate additional water for indoor use for each residential unit approved by the pertinent land-use authority, in accordance with Utah State Engineer standards.

Trustee Robinson stated he anticipates the state engineer's requirement of 0.45 a.f. will likely change in the future. Gen. Mgr. Paxman replied if this occurs, our standards can be updated accordingly. Discussion followed.

Chairman Jensen asked Gen. Mgr. Paxman his top three main concerns. Gen. Mgr. Paxman replied they are:

- Water Supply
- Employee Retention
- Infrastructure Repair and Replacement

Discussion followed.

**IV
ADJOURNMENT**

There being no further business for discussion, meeting adjourned at 2:30 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Scott Paxman".

Scott W. Paxman, General Manager