

Bountiful Irrigation District

Meeting of the Board of Trustees

995 South 500 West, Bountiful

January 14, 2026

7:00 a.m.

NAME	POSITION	ATTENDANCE
David Toone	Trustee/Chair	In person
Dan Bell	Trustee/Vice Chair	In person
Jamie Dester	Trustee/Secretary	In person
Marci Butterfield	Trustee	In person
Durrell Nielsen	Trustee	In person
Matt Terry	General Manager	In person
Jessica Sims	Board Minutes Secretary	In person

Durrell Nielsen welcomed all to the monthly board meeting and noted that all board members were in attendance, as was Kurtis Anderson, the Operations Manager for the District.

A. MANAGER'S REPORT (Discussion and approval)

- **Swearing in of new Board Member:** Marci Butterfield had been approved by the Davis County Commissioners to be a new District Board member, replacing Ann Hansen whose term expired 12/31/2025. Durrell Nielsen administered the oath of office to Marci Butterfield.
- **Resolution 2026-2 for Designating Board and District Officers for Year 2026:** David Toone presented Resolution 2026-2 to the Board, and Board and District Officers for 2026 were appointed as follows: Board Chair- David Toone; Board Vice Chair- Dan Bell; Board Minutes Secretary- Jessica Sims; Secretary- Jamie Dester; District Clerk- Traci Bender; District Records Officers- Jalair Janke and Traci Bender; District Treasurer- Jalair Janke; and District General Manager- Matt Terry. Durrell Nielsen made a motion to approve the appointed Board Officers as presented. Dan Bell seconded the motion. The board members in attendance approved the motion unanimously.
- **Resolution 2026-4 Approving 2026 Budget:** David Toone presented Resolution 2026-4 approving the Bountiful Irrigation District 2026 budget to the Board and Jamie Dester made a motion to approve the Resolution. Durrell Nielsen seconded the motion. The board members in attendance approved the motion unanimously.

- **Resolution 2026-3 Board of Trustees Resolution Consenting and Acknowledging that the Individual Trustees are Not Entitled to any Employment Benefits as Provided to Employees:** David Toone presented Resolution 2026-3 to the Board and Durrell Nielsen made a motion to approve the Resolution. Marci Butterfield seconded the motion. The board members in attendance approved the motion unanimously.
- **Resolution 2026-1 Employer “Pick-Up” of Required Retirement Contributions Policy:** David Toone presented Resolution 2026-1 to the Board and Dan Bell made a motion to approve the Resolution. Jamie Dester seconded the motion. The board members in attendance approved the motion unanimously.

B. APPROVAL OF MINUTES: Jamie Dester moved to approve the minutes of the December 10, 2025 meeting. Durrell Nielsen seconded the motion. The board members in attendance approved the motion unanimously.

C. MANAGER'S REPORT (Discussion only)

- **Meter Installation Update:** There are approximately 2,100 meters left to install, and the current timeline is to have most work completed by MC Green before the water is turned on April 15, and the remaining 400 meters will be installed by MC Green crews and the District crew in the summer. Total number of meters that will be installed under the project is about 9,400.
- **Discussion of Future Funds Allocation and Projects:** Matt Terry shared that more money had been allocated in the District 2026 budget for system improvements than in recent years and asked Kurtis Anderson to give an overview of the projects planned.
- **Discussion to Streamline Board Meetings:** Matt Terry shared that all financial information will be included in the board members’ monthly packet to review. The monthly expenses will be approved by the Board at each board meeting.
- **Posting of Agenda and Minutes to Bountiful Irrigation District and State Websites:** Matt Terry informed the Board that the monthly meeting agenda and board meeting minutes would be posted to the District website and the Utah Public Notice website.
- **Safety:** Matt Terry shared that District employees will be attending Blue Stakes training and that employees that attend the Rural Water Conference will receive additional safety training. District employees are currently checking all equipment to identify any needed replacements. With the support of the Utah Local Govt. Trust the District continues to prioritize and cultivate a culture of safety.

- **Water User Conference, St. George, March 16-18:** Matt Terry let the Board know that registration for the Water User Conference is open and the conference agenda has been posted. Board members wanting to attend should let Matt know.
- **Discussion of Future Agenda Items:** Matt Terry informed the Board that he and David Toone would be completing the Fraud Risk Assessment, required by the Utah State Auditor's Office, and would be presenting the results of the assessment at the next Board meeting.

D. FINANCIAL

- **Approval of Monthly Expenses:** Durrell Nielsen made a motion to approve the December monthly expenses. Dan Bell seconded the motion. The board members in attendance approved the motion unanimously.
- **America First Credit Union Signers:** All board members signed a new membership agreement form from AFCU that allowed them to be authorized signers on the Bountiful Irrigation checking account.

E. ADJOURNMENT

At 7:59 a.m., Marci Butterfield made a motion to adjourn the regular meeting. Durrell Nielsen seconded the motion. The board members in attendance approved the motion unanimously.



Jamie Dester, Secretary