

## BOARD OF TRUSTEES MEETING MINUTES

June 19, 2017  
\*\* District Office\*\*  
5:00 p.m.

### I. CALL TO ORDER

The June 19, 2017, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:02 p.m. Other Board members in attendance were Mary Ann Pack, Richard Pick, Robert Richer and Cindy Matsumoto. SBWRD staff in attendance were Mike Luers, Michael Boyle, Brian Passey, Dan Olson, Kevin Berkley, Mona Cotter, Lori Maag, Kristen McClellan and Kim Dudley. Also in attendance were Craig Ashcroft, Carollo Engineers and Jeremy Cook, Cohne/Kinghorn.

### II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for May 22, 2017
- B. Escrow Fund Reduction Approval  
Park City Film Studio Phase 1 – Retain 0 percent

Mr. Richer made the motion to approve the Consent Agenda with changes to IX. ADJOURN to reflect the correct verbiage on the motion, Ms. Matsumoto seconded and the motion carried with Mr. Pick, Mr. Richer, Ms. Matsumoto, Ms. Pack and Mr. Wilking voting in the affirmative.

### III. PUBLIC INPUT – There was no public input.

### IV. SERVICE AWARD – Lori Maag 10 years

Mr. Wilking presented Ms. Maag with her award for 10 years of service. He thanked her very much. The Board congratulated Ms. Maag on her 10 years of service.

Mr. Luers stated that Ms. Maag will be leaving us on June 21, 2017, her spouse has taken a job in Washington State. He said that she has been a great customer service representative and that we will miss her.

Ms. Maag said that she has loved working for the District. She stated that she has truly loved working with the customers and the employees and thanked everyone.

Mr. Passey stated that Ms. Maag has done an exemplary job. She is huge part of the image of the District and that he has enjoyed working with her. Mr. Passey said that the Finance staff was in attendance and introduced Ms. McClellan to the Board. Ms. McClellan will be taking over Ms. Maag's position as the Billing Coordinator.

Congratulations to Ms. Maag on her service award of 10 years.

**V. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$2,781,781.97 including SCWRF Project Pay Request #14 for \$1,921,274.06 Mr. Boyle stated that Gerber Construction has submitted Pay Request #14 for \$1,921,274.06 (\$2,022,393.75 less \$101,119.69 retainage of 5%). Work includes: removed sheet-pile shoring from Headworks Building, started masonry on Headworks, continued formwork and pouring concrete for the Bioreactors' floor slabs, set RAS pumps in Operations Building, installed Jet Mix piping from Electrical Building to EQ Basin #2, started sanitary sewer piping to the main gate, completed masonry work on Solids Building, installed shingles, soffit, and fascia on Electrical Building, and continued structural steel framing on roof of Operations Building.

Mr. Ashcroft stated that we are making great progress.

The work is 39.50% complete. The time elapsed is 32.77%.

Mr. Richer made the motion to approve the Expenditures, Mr. Pick seconded and the motion carried with Ms. Pack, Mr. Richer, Ms. Matsumoto, Mr. Pick and Mr. Wilking voting in the affirmative.

**VI. SUBDIVISION PROJECTS**

Silver Creek Village Center Lot 9 South – 57 REs

A Line Extension Agreement has been filed to extend the wastewater main lines into the south half of Lot 9 of Silver Creek Village. Due to the topography of the site, an off-road line will be required along the northern edge of the development. This line will be made accessible via the local trail system.

Staff recommends approval.

Ms. Matsumoto made the motion to approve the Subdivision Projects, Ms. Pack seconded and the motion carried with Mr. Pick, Ms. Pack, Ms. Matsumoto and Mr. Wilking voting in the affirmative. Mr. Richer recused himself from the motion.

Estimated LEA REs Year to Date: # Above Splitter 75; # ECWRF 137.33; # SCWRF 87; Total 299.33  
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 57; Total 57

**VII. DISTRICT MANAGER**

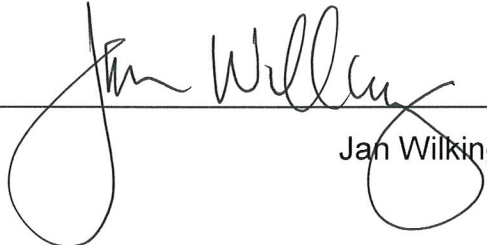
- A. Information Item
  - 1. Financial Statement
  - 2. Impact Fee Report

**VIII. FUTURE AGENDA ITEMS**

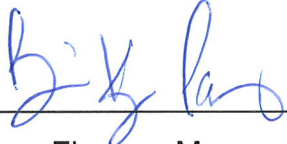
- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

**IX. ADJOURN**

Mr. Pick made the motion to adjourn at 5:21 p.m., Ms. Pack seconded and the motion carried with Mr. Richer, Ms. Matsumoto, Mr. Pick, Ms. Pack and Mr. Wilking voting in the affirmative.

  
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Jan Wilking, Chairman



  
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Brian Passey, Finance Manager/Clerk