

BOARD OF TRUSTEES MEETING MINUTES

November 19, 2018

** District Office**

5:00 p.m.

I. CALL TO ORDER

The November 19, 2018, Board of Trustees meeting was called to order by Pro Tem Chair Richard Pick at 5:01 p.m. Other Board members in attendance were Robert Richer and Steve Joyce. Jan Wilking and Mary Ann Pack were excused. SBWRD staff in attendance were Mike Luers, Michael Boyle, Bryan Atwood, Brian Passey, Marlo Davis, Kevin Berkley, Chad Burrell and Jordan Probst. Also in attendance were Jeremy Cook, Cohne/Kinghorn, Craig Ashcroft, Carollo Engineering.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for October 15, 2018
- B. Escrow Fund Reduction Approval
 - 1. Elk Ridge Heights – Retain 8 percent
 - 2. Nakoma Phase 2 – Retain 0 percent
- C. Final Project Approval
 - 1. Elk Ridge Heights

Mr. Richer made the motion to approve the Consent Agenda, Mr. Joyce seconded and the motion carried with Mr. Richer, Mr. Joyce and Mr. Pick voting in the affirmative.

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$2,642,592.64 including SCWRF Project Pay Request #31 for \$976,670.74 Mr. Boyle stated Gerber Construction has submitted Pay Request #31 for \$976,670.74 (\$1,028,074.46 less \$51,403.72 retainage of 5%). Work includes: natural gas connections approved and started up the MAU for heat in the Headworks Bldg, continued testing of Headworks and Aux Electrical PLCs, filled Bioreactor #1 with water and water-tested the structure, pulled wires from Electrical Bldg to Bioreactor for mixers, finished installing mechanism for Clarifier #2 and grouted the floor, installed mechanism for Clarifier #3 and grouted the floor, finished assembly of fiberglass dome for Clarifier #1, started assembly of dome for Clarifier #2, continued installing mechanical piece3s for filter basins in Filter Bldg, continued HVAC ductwork and fans in Filter Bldg, powered-up Operations Bldg started the MAU for heat, and laid scum lines from Scum Boxes to the Mixed Liquor Splitter.

The work is 88.79% complete. The time elapsed is 74.38%.

Mr. Richer made the motion to approve the Expenditures, Mr. Joyce seconded and the motion carried with Mr. Joyce, Mr. Richer and Mr. Pick voting in the affirmative.

V. SERVICE AWARDS – Jordan Probst 5 years

Mr. Davis told the Board that Mr. Probst is a pleasure to have on staff and his work ethic is impeccable. He shows up every day and is willing to do any task assigned with no complaints. Mr. Davis stated that Mr. Probst came to us without any certifications and is now at a level 4 Operator and has moved up the ranks very quickly. He said he hopes that he stays with us for many years.

Mr. Pick presented Mr. Probst with his award for 5 years of service. He said that the Board really appreciates to hear reports like this on our employees and that we pride ourselves on having long-term employees. Mr. Pick said he hopes to see Mr. Probst back here again soon.

Congratulations to Mr. Probst for his award for 5 years of service.

VI. SUBDIVISION PROJECTS

A. Park City Heights Phase 3 – 3.33 REs

A Line Extension Agreement has been filed for Phase 3 of the Park City Heights Development. The new project will be located on Sun Ridge Cove, adjacent to the Hidden Oaks at Deer Valley subdivision. The two proposed lots are not contiguous to the other lots within Park City Heights and will therefore need to connect to the existing sewer line in Hidden Oaks. Due to the topography of the area, a short low-pressure system will need to be installed.

Staff recommends approval.

Mr. Joyce made the motion to approve Subdivision Projects – Park City Heights Phase 3 – 3.33 REs, Mr. Richer seconded and the motion carried with Mr. Joyce, Mr. Richer and Mr. Pick voting in the affirmative.

B. Discovery Ridge Phase 1 – 22.67 REs (0 additional)

C. Discovery Ridge Phase 2 – 30.67 REs (0 additional)

D. Discovery Ridge Phase 3 – 77.33 REs (1.33 additional)

The applicant for the Discovery Ridge project has filed 3 new LEAs which will replace the existing single LEA, approved by the Board on February 12, 2018. This is being done to allow the lower portions of the project to receive Final Project Approval while the upper portions are still under construction. There are not any significant design changes from what was last approved by the Board.

Mr. Joyce made the motion to approve Subdivision Projects – Discovery Ridge Phase 1 – 22.67 REs (0 additional), Discovery Ridge Phase 2 – 30.67 REs (0 additional) and Discovery Ridge Phase 3 – 77.33 REs (1.33 additional) Mr. Richer seconded and the motion carried with Mr. Joyce, Mr. Richer and Mr. Pick voting in the affirmative.

Estimated LEA REs Year to Date: Above Splitter 16; ECWRF 396.96; SCWRF 285.17; Total 698.13
Proposed this Meeting: Above Splitter 0; ECWRF 1.33; SCWRF 3.33; Total 4.66

VII. DISTRICT MANAGER

A. Discussion Items – Discuss Board Meeting Schedule for 2019 – Mr. Luers reviewed the 2019 Board Meeting Schedule with the Board. He said that no action was needed at tonight's Board meeting.

B. Action Items – Consider Adopting 2019 Tentative Budget & Set Public Hearing for December 10, 2018 @ 6:00 p.m. – Mr. Luers stated that we previously submitted the 2019 Tentative Budget and there are no changes from the staff to the Board. He asked the Board to consider adopting the 2019 Tentative Budget & Set the Public Hearing for December 10, 2018 @ 6 p.m.

Mr. Richer made the motion to adopt the 2019 Tentative Budget & Set Public Hearing for December 10, 2018 @ 6:00 p.m., Mr. Joyce seconded and the motion carried with Mr. Richer, Mr. Joyce and Mr. Pick voting in the affirmative.

C. Information Item

1. 2017 CAFR Award – Mr. Luers congratulated Mr. Passey and his staff for receiving The GFOA 2017 CAFR Award. He stated that this was the 20th straight year for this award.

Mr. Passey gave a brief history on our GFOA award. He said that he was pleased for the District to receive this award for the 20th straight year.

2. Utah Local Governments Trust – Trust Premium Relief Program – \$8,771 credit to District – the Trust Board of Directors recently approved a \$2,000,000 Premium Relief Credit for members. The amount of this premium credit ranges from 1% to 12% of our liability premium and 1% to 18% of our workers compensation performance and longevity with the Trust. Our credit amount is 12% of our 2018 liability premium and 18% of our 2018 workers compensation premium.

Congratulations to the staff for receiving this credit.

- 3. Financial Statement
- 4. Impact Fee Report

Mr. Richer made the motion to adjourn to Closed Session at 5:45 p.m., Mr. Joyce seconded and the motion carried with Mr. Richer, Mr. Joyce and Mr. Pick voting in the affirmative.

VIII. CLOSED SESSION – Discuss acquisition or sale of real property

Mr. Joyce made the motion to reconvene to Open Session at 6:22 p.m., Mr. Richer seconded and the motion carried with Mr. Richer, Mr. Joyce and Mr. Pick voting in the affirmative.

IX. CONSIDER SALE – of property to Mountain Regional Water District

Mr. Luers was directed, by the Board, to refer this matter to Jeremy Cook, Cohne/Kinghorn and Dave Thomas, Summit County, Chief Civil Deputy for future review. This item will be brought back to the Board at a later date.


X. FUTURE AGENDA ITEMS

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

XI. ADJOURN

Mr. Richer made the motion to Adjourn at 6:30 p.m., Mr. Joyce seconded and the motion carried with Mr. Richer, Mr. Joyce and Mr. Pick voting in the affirmative.





Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk