

BOARD OF TRUSTEES MEETING MINUTES

December 10, 2018
** District Office**
6:00 p.m.

Jeremy Cook, Cohn/Kinghorn presented the Open and Public Meeting Acts Training at 5:30 p.m.-6:00 p.m.

I. CALL TO ORDER

The December 10, 2018, Board of Trustees meeting was called to order by Vice Chair Mary Ann Pack at 6:00 p.m. Other Board members in attendance were Robert Richer, Richard Pick and Steve Joyce. Jan Wilking was excused. SBWRD staff in attendance were Mike Luers, Michael Boyle, Bryan Atwood, Brian Passey, Dan Olson, Marlo Davis, Chad Burrell, Cody Snyder, Kim Dudley, Jim Giles, Mario Aguilar and Gabriela Pabilla. Also in attendance was Jeremy Cook, Cohn/Kinghorn.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for November 19, 2018
- B. Escrow Fund Reduction Approval
 - 1. Silver Creek Village Phase 1 – Spine Road – Retain 8 percent
 - 2. Park City Cloud Dine Sewer Mainline Extension – Retain 0 percent
- C. Substantial Completion Approval
 - Lower Silver Creek Road Sewer Extension
- D. Final Project Approval
 - Silver Creek Village Phase 1 – Spine Road

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

Vice Chair Mary Ann Pack called to order the Public Hearing at 6:04 p.m.

III. PUBLIC HEARINGS:

A. APPROVAL OF IMPACT FEE FACILITIES PLAN, IMPACT FEE WRITTEN ANALYSIS, AND IMPACT FEE ENACTMENT (RESOLUTION NO. 136)

Mr. Luers stated that we update the Impact Fee Facilities Plan, Impact Fee Written Analysis, and Impact Fee enactment (Resolution No. 136) every three years. He asked the Board to consider adopting the resolution.

Mr. Cook noted that there was no public in attendance.

Mr. Richer made the motion to adopt Resolution #136, Mr. Joyce seconded and the motion carried with Mr. Pick, Mr. Richer, Mr. Joyce and Ms. Pack voting in the affirmative.

B. APPROVAL OF CONSOLIDATED FEE SCHEDULE (RESOLUTION NO. 137) INCLUDING WASTEWATER USER AND IMPACT FEE INCREASES

Mr. Luers asked the Board to consider adopting Resolution #137 which includes a 3% increase for User Fees and 2.7% increase for Impact Fees.

Mr. Pick made the motion to adopt Resolution #137, Mr. Richer seconded and the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer and Ms. Pack voting in the affirmative.

C. APPROVAL OF 2019 ANNUAL BUDGET

Mr. Luers thanked the managers and the staff for all their hard work in preparing the 2019 Budget and said there have been no changes since the Tentative Budget was approved in November. He asked the Board to consider adopting the 2019 Budget.

Mr. Joyce made the motion to adopt the 2019 Budget, Mr. Pick seconded and the motion carried with Mr. Pick, Mr. Richer, Mr. Joyce and Ms. Pack voting in the affirmative.

IV. PUBLIC INPUT – There was no public input.

V. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,356,367.78 Including SCWRF Project Pay Request #32 – Mr. Boyle stated Gerber Construction has submitted Pay Request #32 for \$786,057.45 (\$827,428.89 less \$41,371.44 retainage of 5%). Work includes: cleaned concrete floors prior to installing concrete sealer, worked on electrical wiring to Bioreactor aerators, worked on startup of Bioreactor aerators with manufacturer representatives, set fiberglass domes, and worked on spray bars, on Clarifiers #1 & #2, worked on installing conduit and pulling wire to clarifier mechanisms, finished installing mechanical pieces of sand filters and began placing sand, finished terminating power feeders from Electrical Bldg to Filter Bldg, powered up heater in Filter Bldg, powered up split unit heaters in Operations Bldg, worked on installing sand separator at Filter Bldg on filter reject lines, and installed the oil/water separator on Operations Bldg garage drain lines.

The work is 90.69% complete. The time elapsed is 76.79%. Mr. Boyle stated that the project is looking like it will be complete in mid-April, ahead of schedule.

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

VI. SERVICE AWARDS – James Giles 5 years Mario Aguilar 25 years

Ms. Pack presented Mr. Giles with his award for 5 years of service. She thanked him very much. The Board congratulated Mr. Giles on his 5 years of service.

Mr. Davis said it has been a pleasure working with Mr. Giles. He is very enthusiastic and is another one of our employees that has moved up in ranks. He came on eager to learn. He is a great employee.

Congratulations to Mr. Giles on his service award.

Ms. Pack presented Mr. Aguilar with his award for 25 years of service. The Board thanked him very much and congratulated him on his 25 years of service.

Mr. Snyder thanked Mr. Aguilar for all of the years he has worked with the District. He said it's a long time to stay at one place and he appreciates all of he does. Mr. Snyder said he wished we could keep him for another 25 years.

Congratulations to Mr. Aguilar on his service award.

VII. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: Above Splitter 16; ECWRF 398.29; SCWRF 288.50; Total 702.79
Proposed this Meeting: Above Splitter 0; ECWRF 0; SCWRF 0; Total 0

VIII. DISTRICT MANAGER

A. Action Items

1. Consider Recommendation for Procurement of 4x4 Camera Van and Off-Road

Camera – Mr. Olson addressed the Board and discussed that The District has budgeted \$400,000 in 2019 for the purchase of an off-road camera van and camera system to replace the Cues van the District currently owns and uses. The District staff recommends that the District procure the Cues 4x4 camera van system and off-road camera system without a formal bidding process based on the compatibility of equipment, technology, software, accessories, replacement parts, and service. He said that his staff have researched this for over a year. He believes it is saving money for the District.

Mr. Joyce commended Mr. Olson for his thoroughness.

Mr. Joyce made the motion to approve the Procurement of 4x4 Camera Van and Off-Road Camera, Mr. Pick seconded and the motion carried with Mr. Richer, Mr. Joyce, Mr. Pick and Ms. Pack voting in the affirmative.

B. Information Item

1. Financial Statement
2. Impact Fee Report
3. Christmas Brunch – December 24, 2018 @ 10:30 a.m. @ EC Training Building –

Mr. Luers invited the Board to our annual Christmas Brunch on December 24, 2018 @ 10:30 a.m. @ the EC Training Building.

Mr. Richer made the motion to adjourn to Closed Session at 6:31 p.m., Mr. Pick seconded and the motion carried with Mr. Joyce, Mr. Richer, Mr. Pick and Ms. Pack voting in the affirmative.

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

Mr. Joyce made the motion to reconvene to Open Session at 6:41 p.m., Mr. Richer seconded and the motion carried with Mr. Pick, Mr. Richer, Mr. Joyce and Ms. Pack voting in the affirmative.

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

Mr. Luers said that the Board reviewed the documents of the sale of property to Mountain Regional Water District and accepted the terms of the agreement.

Mr. Joyce made the motion to sale property to Mountain Regional Water District per agreement, Mr. Richer seconded and the motion carried with Mr. Pick, Mr. Richer, Mr. Joyce and Ms. Pack voting in the affirmative.

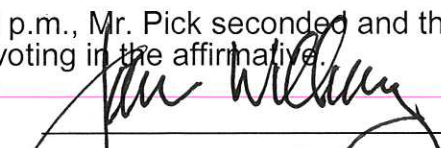
XI. FUTURE AGENDA ITEMS

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


XII. ADJOURN

Mr. Richer made the motion to Adjourn at 6:48 p.m., Mr. Pick seconded and the motion carried with Mr. Joyce, Mr. Richer, Mr. Pick and Ms. Pack voting in the affirmative.





Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk