

## BOARD OF TRUSTEES MEETING MINUTES

September 16, 2019

\*\* District Office\*\*

5:00 p.m.

### I. CALL TO ORDER

The September 16, 2019, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Mary Ann Pack, Richard Pick, and Robert Richer. Steve Joyce was excused. SBWRD staff in attendance were Mike Luers, Brian Passey, Dan Olson, Chad Burrell, Kevin Berkley, Scott McPhie, Trent Bay, Cody Snyder, Marlo Davis, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, and Craig Ashcroft, Carollo Engineering.

### II. CONSENT AGENDA – Approval of Board Meeting Minutes for August 19, 2019.

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

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

**IV. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$2,174,308.46 including SCWRF Project Pay Request #41 for \$267,357.49 – Mr. Burrell stated Gerber Construction has submitted Pay Request #41 for \$267,357.49. Work includes: The facility continues to be operated by District Staff. Continued site grading on the west side of the new facility, as well as irrigation system for the landscaping west of the Filter Building. Landscaping of the east side continues, and plantings have started. Grading for curb and gutter around Headworks Building and east of the Bioreactors has continued. The shoring has been stripped on the last section of deck in Bioreactor No. 2 and they are starting to apply the chemical resistant coating inside this Bioreactor. The anaerobic and anoxic zone mixer motors and shafts have been set in Bioreactor No. 2. The light poles and wire to the lights and mixers on the Bioreactors is being ran. Downspouts drain lines and storm drain lines at the Operations Building are complete. The sidewalk around the Operations Building has been finished. Work continues on punch list items in each building.

The work is 97.51% complete. The time elapsed is 93.61%.

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

### V. SERVICE AWARDS – Joshua Surratt – 5 years

Mr. Wilking presented Mr. Surratt with his award for 5 years of service. He thanked him very much. The Board congratulated Mr. Surratt.

Mr. Olson said Mr. Surratt has a great sense of humor, work ethic, and personality. He came to us from working at a construction company and brought a lot of skills with him. We are very happy to have him at the District wishes to have many more 5 year awards to come.

Mr. McPhie stated that Mr. Surratt primary works on the construction crew and is deeply involved with Park City and Summit County projects. He said that he makes sure that the manholes are clean after construction projects and this has helped reduce the debris that was left by contractors after leaving a job site.

Mr. McPhie mentioned that Mr. Surratt has a good working relationship with a lot of the contractors at the Basin. If a contractor is doing work in a private subdivision, most contractors call Mr. Surratt. He said he appreciates the work that he does to protect the system from back-ups and appreciates all that he does.

Congratulations to Mr. Surratt for his 5 years of service with the District.

**VI. SUBDIVISION PROJECTS – LV6A Work Force Housing – 307.67 REs**

A Line Extension Agreement has been filed to provide wastewater service to the proposed work-force housing that will be built on Parcel LV6A in the Lower Village Development Area. The Canyons 15" outfall line runs along the northern edge of the proposed development. Several laterals and a new 8" main line will be extended southerly from this line to serve the new development.

Note that the number of REs includes the entire development and not just the portion that will connect to the new 8" main line.

Staff recommends approval.

Mr. Richer made the motion to approve the Subdivision Project – LV6A Work Force Housing – 307.67 REs, Ms. Pack seconded the motion carried with Mr. Pick, Ms. Pack, Mr. Richer, and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 22; # SCWRF 340.33; Total 362.33  
Proposed this Meeting: # Above Splitter 0; # ECWRF 307.67; # SCWRF 0; Total 307.67

**VII. DISTRICT MANAGER**

A. Action Items – Consider approval of Resolution #139 – Election Cancellation – Mr. Luers told the Board since Mr. Pick and Mr. Richer were unopposed for the election, we are required to create an Election Cancellation. He asked them to consider approval of Resolution #139.

Ms. Pack made the motion to approve Resolution #139 – Election Cancellation, Mr. Pick seconded the motion carried with Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.




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

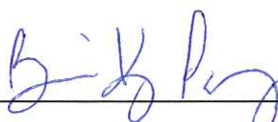
**VIII. FUTURE AGENDA ITEMS**

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

**IV. ADJOURN**

Mr. Pick made the motion to Adjourn at 5:15 p.m., Mr. Richer seconded the motion carried with Ms. Pack, Mr. Pick, Mr. Richer, and Mr. Wilking voting in the affirmative.

  
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Mary Ann Pack, <sup>Vice</sup> Jan Wilking, Chairman

  
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Brian Passey, Finance Manager/Clerk