

## BOARD OF TRUSTEES MEETING MINUTES

November 18, 2019

\*\* District Office\*\*

5:00 p.m.

### I. CALL TO ORDER

The November 18, 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, Robert Richer, Richard Pick, and Steve Joyce. SBWRD staff in attendance were Mike Luers, Bryan Atwood, Brian Passey, Dan Olson, Kevin Berkley, Chad Burrell, Marlo Davis, Cody Snyder, Dale Choules, David Smilanich, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, and Craig Ashcroft, Carollo Engineering.

### II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for October 21, 2019
- B. Escrow Fund Reduction Approval
  - 1. High Mountain Road – RC22 Extension – Retain 8 percent
  - 2. Park East II – Retain 8 percent
- C. Final Project Approval
  - 3. High Mountain Road – RC22 Extension
  - 4. Park East II

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

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

**IV. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$1,503,059.70 including SCWRF Project Pay Request #43 for \$147,187.70 – Mr. Burrell stated Gerber Construction has submitted Pay Request #43 for \$147,187.70. Work on the project during October 2019 includes the following: The facility operation continued with the District staff. Continued work on the site finish grading on the west side of the new facility. Continued work on the irrigation system for the landscaping throughout the site. Continued work on the landscaping on the site with plantings. Finished the concrete collars of the utilities in the asphalt roadways. Finished wiring up of the site light poles and tested them through the control panels and SCADA. Installed signs on the buildings. Installed the sump pumps in the UV channels in the Filter Building. Continued work on the wiring and equipment for the fuel tank control system. Continued to work on the punchlist items for each building and site.

The work is 99.35% complete, with 98.25% of the time elapsed.

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

### V. SERVICE AWARDS – Dale Choules – 25 years David Smilanich – 25 years

Mr. Wilking presented Mr. Choules and Mr. Smilanich with their awards for 25 years of service. He thanked them very much and said he appreciates their dedication to the District. The Board congratulated them both.

Mr. Snyder stated that Mr. Choules has been a great employee for 25 years. He said that he has worked with him for 24 years and he looks forward to at least another 5 more years.

Mr. Davis stated he has worked with Mr. Smilanich the whole time he's been here. He works in the laboratory and operations. Mr. Davis said he really appreciates everything he does.

Congratulations to Mr. Choules and Mr. Smilanich for their 25 years of service with the District.

**VI. SUBDIVISION PROJECTS**

- A. Silver Creek Village Phase 1A
- B. Silver Creek Village Lot 8
- C. Silver Creek Village Lots 13 & 15
- D. Silver Creek Village Lot 16

Four separate Line Extension Agreements (LEAs) are being revised by the applicants to align the individual LEA projects with the anticipated construction sequencing. The existing LEAs were previously approved by the board between the dates of November 21, 2016 and August 19, 2019. The Phase 1A project is the only LEA that is currently under construction.

Staff recommends approval.

Mr. Joyce made the motion to approve the Subdivision Project – A. B. C. and D, Mr. Pick seconded the motion carried with Mr. Richer, Ms. Pack, Mr. Pick, Mr. Joyce, and Mr. Wilking voting in the affirmative. Mr. Richer stated that he's the chairman of the Board of Trustees for Mountainlands Community Housing Trust, and he has no financial interest in the Silver Creek projects.

**E. Promontory Nicklaus West Phase 5 – 10 Res**

The applicant has filed a Line Extension Agreement to extend wastewater main lines within the Promontory Development. The proposed project will be served exclusively by a short low-pressure sewer system, which will connect to a previously installed low-pressure main line stub.

Staff recommends approval.

Mr. Joyce made the motion to approve the Subdivision Project – Promontory Nicklaus West Phase 5 – 10 Res, Mr. Richer seconded the motion carried with Mr. Pick, Ms. Pack, Mr. Richer, Mr. Joyce, and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 329.67; # SCWRF 340.33; Total 670.00  
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 10; Total 10

**VII. DISTRICT MANAGER**

A. Discussion Items – Discuss Board Meeting Schedule for 2020 – Mr. Luers reviewed the board meeting schedule with the board. Everyone said it looked good.

Mr. Luers wanted to add a ribbon cutting ceremony for Silver Creek Water Reclamation District on Monday, May 18, 2020 @ 2 p.m. We will adopt the Board Meeting Schedule at the next board meeting.

B. Action Items – Consider Adopting 2020 Tentative Budget & Set Public Hearing for December 9, 2019 @ 6 p.m. – Mr. Luers stated that we previously submitted the 2020 Tentative Budget and there are no changes from the staff to the Board. He asked the Board to consider adopting the 2020 Tentative Budget and set the Public Hearing for December 9, 2019 at 6 p.m.

Mr. Richer made the motion to consider Adopting the 2020 Tentative Budget & Set Public Hearing for December 9, 2019 @ 6 p.m., Mr. Pick seconded the motion carried with Ms. Pack, Mr. Pick, Mr. Richer, Mr. Joyce and Mr. Wilking voting in the affirmative.

- 1. Financial Statement
- 2. Impact Fee Report

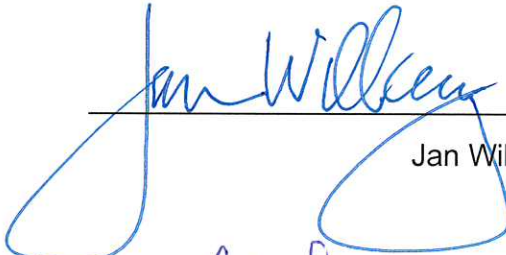
**VIII. FUTURE AGENDA ITEMS**

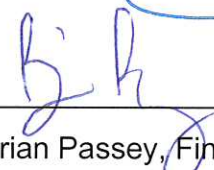
- A. Projects
- B. Operations
- C. Christmas Brunch – December 24, 2019 @ 10:30 a.m. – 12:00 p. m. – Mr. Luers told the board that we will be having our brunch on December 24, 2019 @ 10:30 a.m. – 12:00 p.m.
- D. Finance
- E. Governmental Matters

**IV. ADJOURN**

Mr. Richer made the motion to Adjourn at 5:28 p.m., Mr. Pick seconded the motion carried with Mr. Joyce, Mr. Pick, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.



  
\_\_\_\_\_  
Jan Wilking, Chairman

  
\_\_\_\_\_  
Brian Passey, Finance Manager/Clerk