

## BOARD OF TRUSTEES MEETING MINUTES

January 24, 2022  
5:00 p.m.

### I. CALL TO ORDER

The January 24, 2022, 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, and Dick Pick. Staff in attendance were Mike Luers, Bryan Atwood, Brian Passey, Dan Olson, Chad Burrell, Kevin Berkley, Corey Shorkey, Bryan Steele, and Kim Dudley. Also, in attendance was Jeremy Cook, Cohne/Kinghorn.

### II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for December 13, 2021
- B. Final Project Approval
  - 1. Discovery Ridge Phase 2
  - 2. Discovery Ridge Phase 3
- C. Escrow Fund Reduction Approval
  - 1. Discovery Ridge Phase 1 – Retain 10 percent
  - 2. Discovery Ridge Phase 2 – Retain 10 percent
  - 3. Discovery Ridge Phase 3 – Retain 10 percent

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

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

**IV. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$1,564,008.46 – Mr. Luers reviewed the Expenditures with the Board. He told the Board there's a check to the Fish and Wildlife Service for \$41,000 to protect an endangered species Ute-Ladies'-Tresses orchid. We came across the orchid while we were in process of the Silver Creek Trunk lining project last year. To continue with the project, we're proposing to pay \$41,000 to the Fish and Wildlife Service and we've come to an agreement with them to remove and protect the endangered orchid.

Mr. Wilking asked if anyone else had to deal with the endangered orchid. Mr. Luers stated that everybody from the state parks to the trails, Park City Water, all of us who have facilities by the orchid will have to deal with it if they're not already dealing with it.

Mr. Richer stated how do we allocate the expense, so we're not double charged. Mr. Luers said that we are charged by the square footage of the actual dirt that we will disturb, and that dirt is in our right of way for the most part. He said that each project is charged a habitat restoration fee based on their specific project.

Mr. Richer asked about the payment to ESRI for \$10,000. Mr. Luers replied by saying that is for engineering software.

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

### V. SUBDIVISION PROJECTS

Mr. Berkley said before discussing the subdivision projects he'd like to introduce our new engineer, Mr. Cory Shorkey to the Board. He said that he'd like to give him a minute since he will be taken over in future Board meetings.

Mr. Shorkey introduced himself to the Board stating that he has been a resident of the District and Summit Park for 5 years and been here in Utah for about 7 years. He said that he is originally from southeast Michigan and is a licensed professional engineer both in Utah and in Michigan working

primarily in the wastewater industry, as well as some land development experience. He is looking forward to and is excited to be serving the local community.

Mr. Wilking said thanks for joining the team and Mr. Richer said it was good to have another person from Summit Park.

**A. Painted Shores Phase 3 – 6.67 REs**

Mr. Berkley stated the applicant has filed a Line Extension Agreement to extend wastewater main lines within the Promontory Development. The proposed project will be served by gravity mainline with ejector pumps at each lot.

Staff recommends approval.

Mr. Richer made the motion to approve the Subdivision Projects Painted Shores Phase 3 – 6.67 Res and authorize Mr. Luers to sign the LEA, Mr. Pick seconded the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

Mr. Luers asked Mr. Berkley to briefly tell us about the development in the south end of Promontory.

Mr. Berkley thanked Mr. Luers and said that Promontory wanted to submit another LEA for the connection a little bit south and east of where we were just reviewed and all the way down to Brown's Canyon. The Fire District and a few other utilities have said no more developments or building houses until the road is connected. Mr. Berkley said that he anticipates that we'll see that at the next board meeting. We are waiting on getting an updated master plan of the area. There will be a lift station involved and quite a bit of development.

Mr. Wilking asked what road is required to be completed. Mr. Berkley stated the connector down to Brown's Canyon. They will have another gate house off Brown's Canyon.

**Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0**  
**Proposed this Meeting: # Above Splitter 0; # ECWRF 6.67; # SCWRF 0; Total 6.67**

**VI. DISTRICT MANAGER**

**A. Discussion Items - Covid Status @ the District –** Mr. Luers commented on the Covid Status here at the District. Knock on wood, we have not had any employees test positive although we have had a lot of family members test positive. Everything is going well.

Mr. Luers showed a graph of the wastewater sampling of East Canyon, all the way from April 2020 to January of 2022. The first graph shows a little bit of ups and downs and then bam in January of 2022 it skyrocketed and goes all the way up to 12,000. It has gone back down, and this graph shows that the omicron variant is kind of going down off its peak.

Mr. Pick stated that he appreciated getting the graph and asked that we send it every couple of weeks. It is good data for us to look at.

**B. Action Items – Renew Annual Financial Audit for 2021, 2022 and 2023: Child-Richards, CPA's –** Mr. Passey said before he jumped into the discussion, he wanted to introduce Bryan Steele who is the new Assistant Finance Manager. He said that he is doing a great job and contributing already. Mr. Passey asked Mr. Bryan Steele to introduce himself.

Mr. Steele said that it was nice to see everyone. He stated that he has been in municipal, finance accounting, and treasuring management for about 16 years. He spent the last 5 years at UTA in the accounting department, in total a little bit over 21 years in government finance and accounting. Mr. Steele said that he's been learning as much as he can from Ms. Cotter, she has 30 years' worth

knowledge. He said he is happy to be here, everyone's been great to work with. He said that he is really looking forward to working with the Board.

Mr. Wilking said that it is great to have you on board.

Mr. Passey stated Child-Richards, CPA's has performed audit and review services for the District for the audit years 2018, 2019 and 2020. During those years, they have provided detailed and thorough audits of District financial information. Also, the District has continued to receive the National Government Finance Officer Association (GFOA) Certificate of Achievement (COA) award for financial reporting those same three audit years. As the District makes final preparations to borrow and bond for East Canyon Water Reclamation Facility improvements in 2022 and 2023, accurate and transparent financial reports will assist in securing the best terms to finance these improvements.

Mr. Pick asked how long you should stay with an auditor. Mr. Passey said that when there is a high level of eagerness to do a higher level of service, or key staff change, sometimes but not often it could be pricing, all those types of things would indicate that you should move to a change.

Ms. Pack made the motion to Renew Annual Financial Audit for 2021, 2022 and 2023: Child-Richards, CPA's, Mr. Pick seconded the motion carried with Mr. Richer, Ms. Pack, Mr. Richer, and Mr. Wilking voting in the affirmative.

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

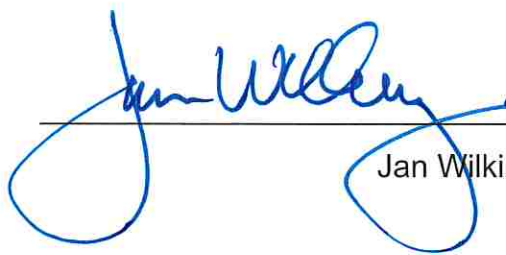
Mr. Luers invited the Board to attend Ms. Cotter's Open House on Friday, January 28, 2022, from noon to 2 p.m., @ the EC Training Building. Ms. Cotter will be retiring at the end of the month after 30 years with the District.

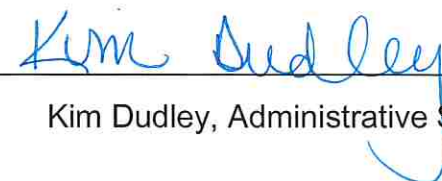
**VII. FUTURE AGENDA ITEMS**

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

**VIII. ADJOURN**

Ms. Pack made the motion to adjourn at 5:22 p.m., Mr. Richer seconded the motion carried with Mr. Pick, Ms. Pack, Mr. Richer, and Mr. Wilking voting in the affirmative.

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

  
\_\_\_\_\_  
Kim Dudley, Administrative Specialist