

BOARD OF TRUSTEES MEETING MINUTES

September 25, 2023
East Canyon Water Reclamation Facility
5:00 p.m.

I. CALL TO ORDER

The September 25, 2023, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were MaryAnn Pack, Robert Richer, Richard Pick, and Ryan Dickey. Staff in attendance were Mike Luers, Dan Olson, Chad Burrell, Kevin Berkley, Bryan Steele, Cody Snyder, Marlo Davis, Scott McPhie, Jake Olson, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, and Craig Ashcroft, Carollo Engineers.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for August 21, 2023
- B. Escrow Fund Reduction Approval – Park City Heights Phase 3 – Retain 0%

Mr. Richer complimented Ms. Dudley on the minutes and said that he appreciates the detail.

Mr. Richer made the motion to approve the Consent Agenda, Ms. Pack seconded the motion carried with Mr. Pick, Mr. Dickey, Mr. Richer, 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 \$4,701,810.12 – Mr. Luers reviewed the bills in the amount of \$4,701,810.12. He said there was approximately \$2 million to a couple of pipeline companies, Granite & Michels, they are doing the lining of our trunkline. We also had a bond payment of about \$1.2 million which was included in the Expenditures.

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

V. SERVICE AWARDS – Jake Olsen – 5 years

Ms. Dudley informed Mr. Wilking that Mr. Olsen's service award was at the District office, and she would get it to him.

Mr. Wilking congratulated Mr. Olsen on his service award of 5 years. He let Mr. Olsen know that Ms. Dudley would get his service award to him. Mr. Wilking said that it's wonderful to have employees like you and you make the District what it is today. Mr. Olsen thanked Mr. Wilking.

Mr. McPhie said that Mr. Olsen has become an unrestricted Collections IV, which usually takes 6 years. He's put in enough work and effort to get the CEU's to knock one full year off to become unrestricted. He works hard and brings a lot to the District. Mr. McPhie stated that Mr. Olsen is a commercial/residential plumber by trade, and we utilize him for a lot of that in house. He also brings a set of mechanical skills to the district. We are glad to have Mr. Olsen and look forward to many more years.

The Board congratulated Mr. Olsen on his service award of 5 years.

VI. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 5.68; # SCWRF 341.53; Total 347.21
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0

VII. DISTRICT MANAGER

A. Action Items – Agreement for Municipal Advisory Services – Mr. Luers stated that Brian Baker, Zions Bank, assisted us with financing and has put in a lot of time. They have an interesting pay model which is shown in exhibit A. They've been our financial advisors for many years.

Mr. Luers asked the Board to consider adopting the Agreement for Municipal Advisory Services.

Mr. Richer made the motion to approve the Agreement for Municipal Advisory Services, Mr. Pick seconded the motion carried with Ms. Pack, Mr. Dickey, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

B. Information Items

1. Financial Statement
2. Impact Fee Report

3. Utah Local Government Trust – Team Appreciation Recognition Program – Mr.

Luers asked Mr. Burrell to explain the Team Appreciation Recognition Program.

Mr. Burrell said that a few years ago the Utah Local Government Trust put together a program to incentivize the District, per department, to be accident free. In addition to that they have motivated us to have specific safety goals we work on. We report back to ULGT monthly and the benefit is that we get a kick back in our insurance premium. We received a check in the amount of approximately \$2,245.00. Mr. Burrell stated that it's further evidence that we have a very good organization that tries our best to be proactive in safety and it's been great working with the trust on our safety goals.

VIII. FUTURE AGENDA ITEMS

- A. Projects
- B. Operations
- C. Finance

D. Governmental Matters – Mr. Luers and the Board agreed to change October's Board meeting to October 23, 2023.

IV. ADJOURN

Mr. Dickey made the motion to adjourn at 5:07 p.m., Ms. Pack seconded the motion carried with Mr. Pick, Mr. Dickey, Mr. Richer, Ms. Pack, and Mr. Wilking voting in the affirmative.



A handwritten signature in black ink, appearing to read "Jan Wilking".

Jan Wilking, Chairman

A handwritten signature in black ink, appearing to read "Kim Dudley".

Kim Dudley, Administrative Specialist