

## BOARD OF TRUSTEES MEETING MINUTES

February 26, 2024  
\*\* District Office\*\*  
5:00 p.m.

### I. CALL TO ORDER

The February 26, 2024, Board of Trustees meeting was called to order by Vice Chair Mary Ann Pack at 5:00 p.m. Other Board members in attendance were Robert Richer, Richard Pick, and Ryan Dickey. Jan Wilking was excused. Staff in attendance were Mike Luers, Dan Olson, Chad Burrell, Kevin Berkley, Bryan Steele, Cory Shorkey, Dave Garritson, Blaine Bowden, Chad Hardinger, and Scott McPhie. Also, in attendance were Macie Garritson, Craig Ashcroft, Carollo Engineers, Jeremy Cook, Cohne and Kinghorn, and Dean Berrett, Prospector Square Property Owners Association.

### II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for December 5, 2023
- B. Approval of Board Meeting Minutes for January 22, 2024
- C. Escrow Fund Reduction Approval
  - 1. The Gallery Subdivision – Retain 0%
  - 2. Elk Ridge Bluffs – Retain 0%
  - 3. Nicklaus West Phase 3 Subdivision – Retain 0%
  - 4. Painted Shores Phase 3 – Retain 0%
  - 5. Links Edge Subdivision - Parcel 10 – Retain 20%

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

**III. PUBLIC INPUT** – Mr. Garritson introduced his daughter Macie Garritson saying that she is a student at Weber State University. Ms. Garritson spent the day interviewing Mr. Luers, Mr. Steele, Ms. Adams, and Mr. Lewis about their positions in the District for an article she is working on. Ms. Garritson said she is a communications major and would like to go into either journalism, multimedia journalism with her main goal of radio broadcasting.

The Board welcomed Ms. Garritson. Ms. Garritson thanked the Board for having her.

**IV. APPROVAL OF EXPENDITURES** – Bills in the Amount of \$1,225,574.06 – Bills in the Amount of \$1,225,574.06 – Mr. Luers reviewed the expenditures including a payment to Park City Municipal for approximately \$100,000 and asked the Board to consider approval of the expenditures.

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

### V. SERVICE AWARDS

**Chad Hardinger – 10 years** – Ms. Pack presented Mr. Hardinger with his service award for 10 years.

Mr. McPhie thanked Mr. Hardinger for his service. When we hired Mr. Hardinger, he came in and knocked out all the things we require in an operator in under 2 years, which can be up to a 6-year process, he really set the bar. Mr. Hardinger brings out the best in the people he works with. He thanked Mr. Hardinger and said he appreciates what he brings to the District.

**Blaine Bowden – 20 years** – Ms. Pack presented Mr. Bowden with his service award for 20 years.

Mr. Berkley mentioned that we stole Mr. Bowden from the Collections department a couple of years ago and we're glad we did. Mr. Bowden does all our sewer lateral inspections but that's not all he does. He took care of all the pump stations when he worked in Collections, and he has helped evaluate the Promontory pump stations since we are getting ready to add a new one. Mr. Bowden works with the public a lot when he is out in the field with the contractors and homeowners, he

represents the District very well. He brings a positive energy wherever he goes and takes on other responsibilities and we really appreciate all he does.

The Board congratulated Mr. Hardinger and Mr. Bowden on their service awards with the District.

## **VI. SUBDIVISION PROJECTS**

### **A. Prospector Square Property Owners Association Lots A&I – 0 REs**

Mr. Shorkey stated the applicant has filed a Line Extension Agreement to extend wastewater main lines to replace existing private main lines that do not meet SBWRD standards. The new main lines will tie into the SBWRD gravity system.

Staff recommends approval.

Mr. Richer made the motion to approve the Subdivision Project Prospector Square Property Owners Association Lots A&I – 0 REs, Mr. Pick seconded the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, and Ms. Pack voting in the affirmative. Mr. Richer disclosed he is an owner of property and a member of the Prospector Square Property Owners Association.

### **B. Park City Heights Phase 5 – 62.5 REs**

A Line Extension Agreement has been filed for Phase 5 of the Park City Heights Development. The new project will complete the development and tie into existing gravity stub locations installed with phases 2 & 4.

Ms. Pack asked if Park Ranch is part of Park City Municipal. Mr. Dickey replied that it is.

Staff recommends approval.

Mr. Pick made the motion to approve the Subdivision Project Park City Heights Phase 5 – 62.5 REs, Mr. Dickey seconded the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, and Ms. Pack voting in the affirmative.

**Estimated LEA REs Year to Date: # Above Splitter 4; # ECWRF 0; # SCWRF 4.2; Total 8.2**  
**Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 62.5; Total 62.5**

## **VII. DISTRICT MANAGER**

### **A. Discussion Items**

1. 2023 Asset Management Report – Mr. Luers gave a brief description of the 2023 Asset Management Report stating this is our annual report card. He asked the Board to go to page 3 of the 2023 Asset Management Report, which is an infrastructure assessment summary. The green column is the level of service set by the Board of Trustees and the blue column is the actual service provided to our customers. As we always have when it comes to condition of pipes and manhole assets there are some pipes to be repaired. We on schedule to make the needed repairs. Continuing with rest of the items and going on to the next pages we are happy to report that all levels of service have been met understanding we have an ongoing list of repairs. At the end is our annual customer survey there are still about 24% of customers that don't know what we do. We are working on a new Education Committee here at the District to help educate the public. The rest of the survey is satisfactory. There is no action needed by the Board.

2. Update on DWQ issues – Mr. Luers discussed our effort to resolve the issues we have with DWQ. There are two principal issues, the first being the construction permit. We met with DWQ in person and at the end of the meeting we had our construction permit in hand. The second item continues to be the draft discharge permit and associated Water Quality issues. The DWQ has taken a completely new position from the standpoint of early life stages of trout species being present in the East Canyon creek every single month of the year. That has a dramatic impact on the dissolved oxygen permit limit. Currently our limit is 5.5 and they are asking us to meet a limit of 6.5. When you look at the hot summer months at our altitude that makes it hard to meet. We asked why

the early life stages of fish exist since they haven't said anything in the last 25 years, they said they think they made a mistake. The problem is that they say they exist, and we must prove them wrong. In addition, DWQ has added several limitations that we've never seen before, nitrate, copper, and a threat of temperature as well.

Over the last couple of months, we have been working with DWQ to put together a plan to look for early life stage fish. When we sat down with them and went over this we realized that this is a really hard thing to prove and a high bar to meet. We are now proposing a Use Attainability Analysis (UAA). A UAA basically reviews and hopefully will modify the classification of that segment of the creek that we discharge into. What that does is it changes the baseline for the water quality standards and the dissolved oxygen level should not apply at a limit of 6.5.

Mr. Pick asked what state agencies this would involve. Mr. Luers responded; the DWQ, EPA Region 8, and the Division of Wildlife Resources.

Mr. Richer asked if the three agencies evaluated this independently. Mr. Luers replied that EPA holds the trump card. Mr. Richer then asked what the time frame for the process is. Mr. Luers said 3 years.

Mr. Richer said that since the stream has changed at no fault of our own why does DWQ require such standards. Mr. Luers stated that was a good question. He said that DWQ would reply since the standards were there at one time they should continue to be there, and we should fix the problem.

B. Action Items

1. Consider approval of revised Asset Management Plan (AMP) – Mr. Luers reviewed the revised the AMP with the Board. We included a red-line plan with the changes. The Board directs us to maintain the system infrastructure under the AMP. The changes are minor other than the replacement value of the infrastructure that we are responsible for maintaining. Which is approximately \$744 million. We are asking for the Board to consider approval of the revised AMP.

Mr. Dickey asked if the increase was due to inflation. Mr. Luers responded that it's inflation and growth.

Mr. Richer made the motion to approve the Asset Management Plan (AMP), Mr. Dickey seconded the motion carried with Mr. Pick, Mr. Richer, Mr. Dickey, and Ms. Pack voting in the affirmative.

2. Consider approval of MWPP Report – This report is the states effort to require agencies to maintain their system. It does require action by the Board to approve submittal to DWQ.

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

C. Information Items

1. Financial Statement

2. Impact Fee Report – Mr. Luers reviewed the Impact Fee Report with the Board. We had 9 RE's for the month. January is a slow month.

3. 2024 Adopted Budget / 2023 Performance Report – Included in the packet is the 2023 Adopted Budget / 2023 Performance Report. This is a resource we provide every year.

Mr. Pick said that we haven't had a lost time accident in 3 years. He said the District brings good awareness to safety and thanked everyone for being safe. Mr. Luers thanked Mr. Pick for bringing this up. He said the Utah Local Government Trust praised us for this effort and asked what we are doing. Mr. Luers told ULGT that we have a Safety program made up of our employees which Mr.

Burrell oversees. He said the employees care about our safety program. Due to this effort the District's premium will decrease next year. Mr. Burrell stated that he received a call from the ULGT and asked what our key points were on the Safety program. He reiterated our Safety Committee, monthly training, new employee orientation and letting employee's know that we value them.

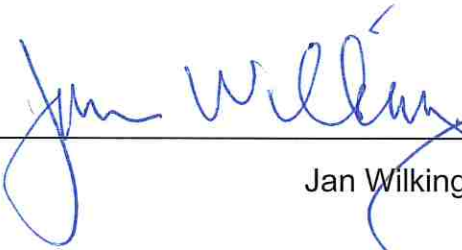
**VIII. CLOSED SESSION** – Discuss the character, professional competence or physical or mental health of an individual – The closed session has been moved to the March Board Meeting.

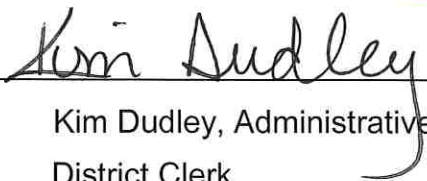
- IV. FUTURE AGENDA ITEMS**
- A. Projects
  - B. Operations
  - C. Finance
  - D. Governmental Matters

**X. ADJOURN**

Mr. Pick made the motion to Adjourn at 5:43 p.m., Mr. Richer seconded, and the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, and Ms. Pack voting in the affirmative.



  
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Jan Wilking, Chairman

  
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Kim Dudley, Administrative Specialist  
District Clerk