

BOARD OF TRUSTEES MEETING MINUTES

July 15, 2024
** District Office**
5:00 p.m.

I. CALL TO ORDER

The July 15, 2024, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Robert Richer, Mary Ann Pack, Richard Pick and Ryan Dickey. Staff in attendance were Mike Luers, Kevin Berkley, Dan Olson, Chad Burrell, Bryan Steele, Cory Shorkey, Dave Garritson, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne and Kinghorn, and Craig Ashcroft, Carollo Engineers.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for June 17, 2024
- B. Escrow Fund Reduction Approval – Park City Heights – Retain 0%

Mr. Richer made the motion to approve the Consent Agenda, Ms. Pack seconded, and the motion carried with Mr. Dickey, 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 \$407,343.36 – Mr. Luers stated the Expenditures were the amount of \$407,343.36. There were no questions.

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

V. SUBDIVISION PROJECTS – Mountain Crest Subdivision – 7.98 REs – Mr. Shorkey said the applicant has filed a Line Extension Agreement to extend wastewater main line within the Promontory Development. The proposed project will be served by a short gravity sewer system, which will connect to a previously installed gravity mainline. Two of the six lots will connect to the existing sewer mainline.

Staff recommends approval.

Ms. Pack made the motion to approve the Subdivision Project Mountain Crest Subdivision – 7.98 REs, Mr. Richer seconded, and the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 4; # ECWRF 89; # SCWRF 282.7; Total 375.7
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 7.98; Total 0

VI. DISTRICT MANAGER

A. Discussion Items – Cyber Security – Mr. Garritson discussed the Cyber Security within the District. He said he would not be going into details on sensitive security due to vulnerabilities in an open quorum. To give a review we are monitoring downloads on either PC's or the servers with antivirus protection. We do daily backups stored off network which would restore servers that are being held for ransom and prevents backups from being compromised. We would suffer for a couple of days during that process, but we are prepared for the scenario.

Mr. Pick asked if that were to happen how long it would take us to restore it and what effect it would have on the EC and SC facility. Mr. Garritson said that we would be looking at possibly two days to restore it and on the effect to the facilities, it would hurt because we have become reliant on technology. He said that Mr. Burrell would be better to answer that if we were to lose the computer side of SCADA. Mr. Burrell stated that all our equipment can be run manually in a worst-case scenario. We wouldn't have SCADA, but we would monitor for twenty-four hours a day until we got back up to run automatically.

Mr. Ashcroft clarified that the SCADA network is separate from the business network. If the business network gets hacked the SCADA network could keep operating.

Mr. Pick asked how much we spend a year on Cyber Security. Mr. Luers replied that on average, it's approximately \$75,000 which includes hardware. Mr. Garritson stated that anything that we are spending on Cyber Security is well worth it. It's not if, it's when we will be attacked and we will need to put our practice into play.

Mr. Garritson stated that he receives weekly updates by Trust Utah doing scans. They report what issues we are having, and it gives us an opportunity to evaluate those issues and implement solutions to improve Cyber Security.

Software and firmware updates are performed on a regular basis right now. They will become obsolete in October 2025. We are pushing to transition to Windows 11.

We are receiving minute by minute active network monitoring. Anything that is going on with the network is being scrutinized. We have alerts in place in which we receive information when things are occurring that might be suspicious, and we are doing regular audits as well.

The Cyber Security training that we are doing with the employees is impressive. To give you an idea the industry standard is at 4% of employees clicking on something they shouldn't, and the District is at 2%.

Mr. Richer asked what the red flags are that we tell employees are a contagious email. Mr. Garritson replied we are looking for emails that are unsolicited, oddball emails, out of the blue, and have spelling and grammar errors. He said that he recently sent out an email and made it look like it was from him but was a phishing email and no one clicked on it. The best part was that the leadership contacted him directly to make sure the email was valid.

Mr. Pick asked if all the employees have access to a computer and if everyone gets Cyber Security training. Mr. Burrell responded yes everyone gets the training. Some employees have access to laptops. Mr. Olson also said that some of the Collections employees have access to laptops.

Mr. Luers and the Board thanked Mr. Garritson for his presentation.

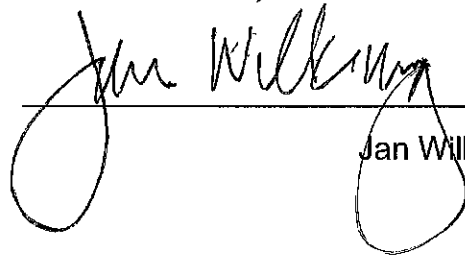
- B. Information Items
 - 1. Financial Statement
 - 2. Impact Fee Report – Mr. Luers stated that we had 21 RE's for the month.

VII. CLOSED SESSION – Consider a motion to enter into a closed session for purposes allowed under the Open and Public Meetings Act (Utah Code § 52-4-205) – Mr. Luers updated the Board stating that there was no need for a Closed Session. He said that he hand delivered a letter to the State on May 17, 2024. He also said that he had a conversation with John Mackey, Division of Water Quality, on June 25, 2024, and hasn't heard back from him since. Mr. Mackey said that they are putting together their position on where they are. Mr. Luers sent an email and left a voicemail today and has not heard back. He said the ball is in their court and Mr. Mackey should get back with him.

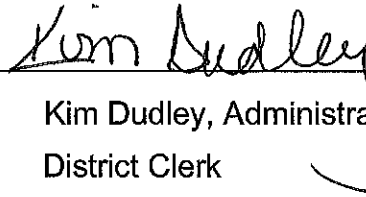
- VIII. FUTURE AGENDA ITEMS**
- A. Projects
 - B. Operations
 - C. Finance
 - D. Governmental Matters

IX. ADJOURN

Mr. Pick made the motion to Adjourn at 5:26 p.m., Ms. Pack seconded, and the motion carried with Mr. Richer, Mr. Dickey, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.



Jan Wilking, Chairman



Kim Dudley, Administrative Specialist
District Clerk