

BOARD OF TRUSTEES MEETING MINUTES

November 18, 2024

** District Office**

5:00 p.m.

I. CALL TO ORDER

The November 18, 2024, 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 Ryan Dickey. Staff in attendance were Mike Luers, Kevin Berkley, Dan Olson, Chad Burrell, Bryan Steele, Cory Shorkey, Dave Smilanich, Dale Choles, and Kim Dudley. Also, in attendance were Trina Choles, Craig Ashcroft, Carollo Engineers, and Jeremy Cook, Cohne and Kinghorn.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for October 21, 2024
- B. Escrow Fund Reduction Approval – Elk Springs at Silver Creek Village Center Subdivision – Retain 0%

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

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,196,234.84 – Mr. Luers stated there were some expenditures that he wanted to mention. First there is \$270,000 for a lining project, second there is \$100,000 to Park City Municipal for the franchise fee, and third \$50,000 for Weber Basin Water Conservancy District. In 2013 we signed a Master Water Agreement which is \$50,000 for 20 years.

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

V. SERVICE AWARDS – Dave Smilanich – 30 years – Mr. Wilking presented Mr. Smilanich with his service award for 30 years. He congratulated him and said how amazing it is to have employees that stay for 30 years.

Mr. Burrell said that Mr. Smilanich is a valuable operator. Due to his knowledge and efficiency, he has helped in our certified lab to assist Ms. Adams. His hard work is appreciated, and he will be hard to replace.

Mr. Luers and the Board Congratulated Mr. Smilanich on his 30 years with the District.

Dale Choules – 30 years – Mr. Wilking presented Mr. Choules with his service award for 30 years. He reiterated how amazing it is to have employees who have worked for 30 years.

Mr. Burrell said that Mr. Choules works mainly over at the Silver Creek plant and to his credit he's worked a lot of Saturdays. He's also had the opportunity to work with the new guys and helps train them. He is scheduled to retire on February 16, 2025. Mr. Luers and the Board congratulated Mr. Choules on his 30 years with the District and his upcoming retirement.

Mr. Choules wanted to express his appreciation to the District for helping him in a time of his life when he really needed it. It allowed him to spend time with a sick family member and now allows him to retire and spend more time with family. He thanked the Board.

Mr. Wilking stated that it really shows that the District does have a great work environment.

VI. SUBDIVISION PROJECTS

Estimated LEA REs Year to Date: # Above Splitter 4; # ECWRF 89; # SCWRF 290.68; Total 383.68
Proposed this Meeting: # Above Splitter 0; # ECWRF 0; # SCWRF 0; Total 0

VII. DISTRICT MANAGER

A. Action Items

1. Consider adopting the 2025 Tentative Budget & Set the Public Hearing for December 16, 2024 @ 6:00 p.m. – Mr. Luers stated that the 2025 Tentative Budget is the same as presented at last's month's Board meeting. He asked the Board if they had any questions.

Mr. Wilking asked if the Public Hearing had to be at 6:00 p.m. Mr. Luers replied yes.

Ms. Pack asked if we would have the annual Board Member Training before the meeting. Mr. Luers asked Mr. Cook if he was available, and he said yes.

Mr. Pick asked if there is anything with the DWQ permit that will affect our budget. Mr. Luers responded that we've been told verbally by DWQ that they will not put the higher dissolved oxygen in our permit. If that holds true, and assuming that they will negotiate the other remaining permit items, we don't see any significant issue for 2025.

Mr. Dickey asked about the Account Service Fees for approximately \$200,000. Mr. Steele replied that these are for service fees from credit card companies and other bank fees. He then asked about the American Flag access road. Mr. Luers said that it is up in Deer Valley and way back when the sewer lines were put in behind the homes, an easement was not retained to give us access to maintain the lines. We are now working with the HOA and property owners to acquire right away and building access.

Mr. Luers asked the Board to consider adopting the 2025 Tentative Budget & set the Public Hearing for December 16, 2024 @ 6:00 p.m.

Mr. Dickey made the motion to adopt the 2025 Tentative Budget & Set the Public Hearing for December 16, 2024 @ 6:00 p.m., Ms. Pack seconded, and the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, Mr. Dickey, and Mr. Wilking voting in the affirmative.

Note: Mr. Luers asked Ms. Dudley on Tuesday, November 17, 2024, to change the Public Hearing to 5:00 p.m. since we are not increasing rates, we can hold it at 5:00 p.m. The Board's been notified and approved the time change to 5:00 p.m.

2. Consider approval of Clean Water Disconnection Program Revision – Mr. Luers asked Mr. Olson to review the plan for the Clean Water Disconnection Program.

Mr. Olson stated that we would like to increase the incentive to 100% of the first \$3,500 plus 15% above \$3,500. To qualify for the financial incentive, it must be shown that the improper connection has been corrected. Receipt for work done and/or materials must be provided. The costs of work done and/or materials will be reimbursed to the property owner according to the SBWRD Clean Water Disconnection Program Reimbursement Schedule. Prior to beginning work, the homeowner or contractor must contact the Summit County or Park City Building and Engineering Departments. A building permit and work a right-of-way permit may be required.

Mr. Olson said we are grateful to the property owners that have corrected their sump pumps. Even with the incentive it is saving the District a lot for correcting their sump pumps, so the water is not entering the plant. It's a benefit to the District, it allows us to maintain our capacity, also the clean water is not good for the treatment plant.

Mr. Luers added that we've taken the areas within the District and have identified several areas that have a higher level of sump pumps based on flow. We are currently working in the Silver Springs area and next spring we will be looking at Jeremy Ranch or the Park Meadows area. This is just the beginning of the program.

Mr. Richer asked if we know or can estimate how many of these difficult sump pumps will take a lot of money to correct. Mr. Olson replied that as far as the very difficult ones to correct we have only seen one. The other ones that are expensive are probably more due to the plumbers' costs. He said that we haven't put a stipulation on which plumber to use as that may not be appropriate.

Mr. Luers said that when we work with the homeowner, we are going to make it a requirement that they get a couple of bids.

Mr. Richer asked if we could put some language into our letter saying that it would be to the homeowner's advantage to get a couple of bids. Mr. Luers agreed.

Mr. Pick asked do we have any idea how many sump pump corrections we'll see. Mr. Olson said he did not. Mr. Pick stated that he liked how we structured the incentive.

Mr. Richers asked when we will be addressing the next area. Mr. Luers responded that it will be after the snow melts.

Mr. Richer made the motion to approve the Clean Water Disconnection Program Revision with the stipulation that the homeowners get two or more bids, Ms. Pack seconded, and the motion carried with Mr. Dickey, Mr. Richer, Mr. Pick, Ms. Pack, and Mr. Wilking voting in the affirmative.

3. Consider purchase of Rotary Fan Press ECWRF – Mr. Luers stated that this is equipment we've included in the 2025 budget but need to get ordered now. He turned it over to Mr. Burrell and Mr. Ashcroft.

Mr. Burrell reiterated Mr. Luers saying that this is already budgeted for approximately \$3.4 million. The main reason we want to come pre-budget approval is that some of this equipment will take 40 weeks to get here. If we wait until January 1, 2025, we may not get it installed next year. This is equipment that will stay with the expansion. No funds will come out until 2025. We are asking the Board to consider approval of the purchase of the Rotary Fan Press for ECWRF.

Mr. Richer asked how this is better than our existing equipment. Mr. Burrell replied that one thing we found is that the rotary presses that are over at SCWRF is that the repair has been extremely minimal. We've had those over 5 years, we foresee them to be a lot less maintenance.

Mr. Luers said that this equipment is the kind of equipment that we really look at hard when we go to the WEF-TEC convention. We picked them out 7 years ago when we were designing the SCWRF. They are made in Canada and have done a bang-up job for us.

Ms. Pack made the motion to approve the purchase of the Rotary Fan Press ECWRF, Mr. Richer seconded, and the motion carried with Mr. Pick, Mr. Richer, Ms. Pack, Mr. Dickey, and Mr. Wilking voting in the affirmative.

B. Discussion Items

1. Update on the renewal of the 2015 Bonds – Mr. Luers stated that we have been working with Zions Financial Advisors and we've decided not to proceed at this time. The interest rates went up and it's no longer feasible for us to move forward.

2. 2025 Board Meeting Schedule – Mr. Luers discussed the 2025 Board Meeting Schedule with the Board. It was agreed to change the September Board Meeting and Board Retreat to September 22, 2025, it will be updated on the schedule for approval next month.

3. Christmas Brunch, December 24, 2024 @ 10:00 a.m. – Mr. Luers invited the Board to our Christmas Brunch on December 24, 2024 @ 10:00 a.m. @ the East Canyon Training Building.

C. Information Items

3. Financial Statement

4. Impact Fee Report – Mr. Luers said we hit 340 RE's. We budgeted 327 RE's so we're doing okay for the year.

VIII. FUTURE AGENDA ITEMS

A. Projects

B. Operations

C. Finance

D. Governmental Matters

IV. ADJOURN

Mr. Dickey made the motion to Adjourn at 5:34 p.m., Mr. Richer seconded, and the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, Mr. Dickey, and Mr. Wilking voting in the affirmative.



Jan Wilking, Chairman

Kim Dudley, Administrative Specialist / Clerk