



APPROVED MINUTES

Administrative Control Board Meeting APRIL 20, 2023

Attendance:

Board:

Karin Wilson
Ian Schofield
Mike Kobe
Joel Fine - remote
Cory Shorkey

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Sam Grenlie
Anna Peacock
Brian Davenport-absent

Summit County Attorney:

Dave Thomas

Guest:

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah will meet in Regular Meeting session on April 20, 2023 at the Mountain Regional Water SSD District Office, 6421 N Business Park Loop Rd, Park City, UT 84098, at 6:00 p.m. For those who are interested in attending the meeting remotely, a Zoom link has been provided below.

Join Zoom Meeting:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86352712470?pwd=M0xrcWV3UTFOQmpTWEU0NXd4MnZDZz09>

Passcode: 232882

Webinar ID: 863 5271 2470

To Dial in for Audio: 669-900-6833

1. **Call to Order & Public Input** : Karin Wilson called the meeting to order at 6:00 pm
There was no public in attendance.
2. **Executive Session – Personnel, Possible Litigation, and Property Acquisition**
no executive session
3. **Consent Agenda:**
 - a. Approval of the March 16, 2023 ACB Meeting Minutes: no comment
 - b. Approval of the March 2023 Check Register: see below
 - c. Approval of Purchase Order: no purchase orders
 - d. Other:
Ian Schofield inquired about the CanAm Commander XT - What is it and what do we use it for? Steve Anderson replied this replaced the District'S previous side by

record-breaking snowfall Utah received this winter and the Weber Basin Water Conservancy District (WBWCD) not implementing restrictions this irrigation season, District staff recommends following WBWCD and a Drought Response Level of 1, Normal. District staff will continue to educate customers on conservation practices and follow the objectives as outlined in the Drought Response Plan for a Level 1 or 2.

Joel Fine stated that his opinion is that the District still has Drought Rates as one great winter will not bring the state out of the drought.

Ian Schofield made a motion to approve the District's Drought Response Level 1, Normal, for the 2023 irrigation season.

Cory Shorkey seconded the motion. All were in favor and unanimously approved.

7. General Manager Comments: Andy Garland

- a. Floating Solar Array - Andy Garland gave a brief summary regarding the floating array's funding. The District will table this project for now as grants and the funding from Blue Sky is unknown, but Ameresco might fund the project the District is looking into this option.
- b. Administrative and Shop Complex - FJ Gilmore Lot 5 - Andy Garland stated that we asked for a budget amendment regarding grading and infrastructure but there are still too many unknowns with the blasting and site grading, so while the amendment was approved by the County Council, the District has not entered into any contract amendments as of yet.
- c. Exhibit D and Regionalization Agreement Discussion - Andy Garland gave a brief summary regarding the annual meeting required for Exhibit D and Regionalization Agreement.

8. Legal: Dave Thomas

- a. Other:
Dave had no comments or updates. Dave yielded his allotted time back to Andy Garland.

Chris Braun displayed the rendering / drafts for the new district office and maintenance buildings completed by CSRA so far.

9. Questions on Department Updates:

Karin Wilson asked Sam Grenlie about the water lost report. Sam Grenlie responded that the District is getting better and he feels that the numbers are really good. Based on where the District has been historically, we have made a huge improvement.

Mike Kobe had no questions.



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 - d. Other:
Ian Schofield inquired about the CanAm Commander XT - What is it and what do we use it for? Steve Anderson replied this replaced the District'S previous side by

side. The CanAm currently has tracks installed on it for snow use. The CanAm is used for operators to get to remote locations more easily. Instead of snowshoeing in.

Ian Schofield inquired about the two payments Jacobs and if they invoiced MRW twice? Steve Anderson replied that Jacobs usually invoices us monthly, but it was timing that 2=two checks ended up in the March check register.

Karin Wilson inquired about Polymer lids the District was ordering.

Steve Anderson said the polymer lids are for the meter pits. These lids are what allows the reading electronics to work correctly. There was a back order and the District bought 200 to catch up.

Ian Schofield made a motion to approve the consent agenda as discussed. Joel Fine seconded the motion. All were in favor and unanimously approved.

4. Financial Management: Steve Anderson

- a. March 2023 results
- b. Audit update

Steve Anderson went over the preliminary financial results and highlights from March 2023.

Cory Shorkey inquired if the UOP (Utah Olympic Park) and Park City using this much water is a new trend or an anomaly. Steve Anderson and Chris Braun responded that we believe it is a new trend.

Steve Anderson gave a brief review of the annual audit. The audit is on track to be completed by the due date.

5. Consideration for Recommendation of Approval of the Annexation of Parcel PCPRVR-1-AM into the Service Area of the District by the Summit County Council:

Chris Braun gave a brief description of the lot and the project proposed regarding the annexation into the District.

Mike Kobe inquired about the possibility of a cross connection. Chris Braun responded that there should not be any problems regarding a cross connection. The existing RV resort and the proposed campground will have two separate water systems. Alliance Engineering is aware of our specifications and we have requested a backflow assembly to be installed inside the PRV station as an extra precaution.

Ian Schofield moved to recommend the approval of the Annexation of Parcel PCPRVR-1-AM into the Service Area of the District by the Summit County Council. Joel Fine seconded the motion. All were in favor and unanimously approved.

6. Consideration of approval of the District's Drought Level Recommendation: Lisa Hoffman

Lisa Hoffman gave a brief summary of the District's Drought Level which is based on the

record-breaking snowfall Utah received this winter and the Weber Basin Water Conservancy District (WBWCD) not implementing restrictions this irrigation season, District staff recommends following WBWCD and a Drought Response Level of 1, Normal. District staff will continue to educate customers on conservation practices and follow the objectives as outlined in the Drought Response Plan for a Level 1 or 2.

Joel Fine stated that his opinion is that the District still has Drought Rates as one great winter will not bring the state out of the drought.

Ian Schofield made a motion to approve the District's Drought Response Level 1, Normal, for the 2023 irrigation season.

Cory Shorkey seconded the motion. All were in favor and unanimously approved.

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Mike Kobe had no questions.

Cory Shorkey inquired about an asset management plan implementation for water loss. Chris Braun responded that while needed, an asset management plan would not forecast leaks or find water loss.

Ian Schofield inquired about employee appreciation on May 15th. Does the staff need board assistance? Lisa Hoffman replied that we don't need assistance but the board is welcome to join in the bowling activity that is planned.

Joel Fine had no questions.

10. Adjourn: Karin Wilson adjourned the meeting at 6:58 pm

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on April 20, 2023 should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on May 18, 2023.



5/18/2023

Mountain Regional Water SSD ACB Chairperson

Date



5/18/23

Mountain Regional Water SSD General Manager

Date