



UNAPPROVED MINUTES

Administrative Control Board Meeting September 19, 2024

Attendance:

Board:

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

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Sam Grenlie
Brian Davenport-ABSENT
Anna Peacock
Jessica DiCaprio

Summit County Attorney:

Dave Thomas

Guest: Alan Domonoske with
Carollo

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah will meet in a regular session on September 19, 2024, at the District's office at 6421 N Business Park Loop Rd, Suite A, 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/81116114190?pwd=a1VCYmUweUlrRXFTY2xZMTNjZk9Kdz09>

Passcode: 481241

Webinar ID: 811 1611 4190

To Dial in for Audio: 669-900-6833

1. Call to Order:

Karin Wilson called the meeting to order at 6:10 pm.

There was no public in attendance and no public comment.

2. Initial Screening of Alternatives, Signal Hill Water Treatment Plant Optimization:

Alan Domonoske (Carollo) gave a PowerPoint presentation regarding the Signal Hill Water Treatment Plant (SHWTP) Optimization and the initial screening of alternatives. Alan Domonoske discussed some alternatives for the future of SHWTP, the use of Lost Canyon water, and how the alternatives were screened into a shortlist for further evaluation.

There were four alternatives discussed: Abandon SHWTP, Leave SHWTP as-is (2.6 mgd), Optimize SHWTP only (3.4 mgd), and Optimize and Expand SHWTP (5.4 mgd).

The next steps are to shortlist the alternatives, finish bench testing and begin full-scale testing.

3. Executive Session – Personnel, Possible Litigation, and Property Acquisition:

no executive session

4. Consent Agenda:

- a. Approval of the August 15, 2024 ACB Meeting Minutes: **no comments**
- b. Approval of the August 2024 Check Register: **see below**
- c. Purchase Orders:
 - i. Cummins 500kW Diesel Generator - \$151,489.00
 - ii. Silver Creek Paving Project - Preferred Paving - \$99,165.58
 - iii. New Administrative Office Furniture - CCG, LLC - \$425,875.83

Karin Wilson inquired about Electro Power Utah LLC check regarding McDonald Draw RVSS Retrofit. Chris Braun replied that this was for a soft start for pumps that failed and were replaced in the Colony.

Karin Wilson inquired if the reimbursement for feed loss to Robert Siddoway was the same as last year or lower this year. Steve Anderson responded that this was lower this year.

Karin Wilson inquired about the Paul Wacht overpayment refund of \$2400.00 and why would someone overpay by this much. Anna Peacock replied that she had talked to this customer, that he had set up 2 auto pays for this property, and that he had forgotten about it until recently. He had done this with multiple utilities and is now requesting refunds from all of them.

Andy Garland wanted to comment on the PO for the furniture, while this purchase seems premature, the District is trying to lock in the price.

Karin Wilson asked if there was a motion to approve the consent agenda.

Cory Shorkey made a motion to approve the consent agenda as discussed, including purchase orders for Cummins 500kw Diesel Generator - \$151,489.00, Silver Creek Paving Project - Preferred Paving - \$99,165.58, and New Administrative Office Furniture - CCG, LLC - \$425,875.83.

Mike Kobe seconded the motion. All were in favor and unanimously approved.

5. Financial Management: Steve Anderson

- a. August financial summary -**Steve Anderson reviewed the August 2024 financial results.**

- b. 2025 revenue and budget discussion: **Steve Anderson presented a rate projection to increase water sales revenue by 7.7% over the 2024 budget. This increase will be funded by growth, a “tiered” rate increase, and usage that is the average of 2023 and 2024 usage. This average is higher than what was used to create the 2024 budget.**
- c. WIFIA update: **Steve Anderson commented that there was a \$25K application fee or deposit to apply for the funds. The District is hoping to receive WIFIA funding for 80% of the treatment plant costs the other 20% would be funded by District reserves. The District is also looking at refinancing the building loan next year as interest rates have gone down. Andy Garland inquired if the board agreed with the administration team that the \$25K fee was justifiable. The board agreed that this direction seemed to be appropriate.**

6. General Manager Comments: Andy Garland

- a. New Office and Shop Update **Andy Garland gave some updates and presented pictures of the progress at the District’s new facilities.**
- b. DDW - letter of approval of capacity - **Andy Garland wanted to share the DDW letter of approval of capacity with the Board and see if there were any questions.**

7. Questions on Department Updates:

Karin Wilson inquired about the Sunset Well 2 failure and if this was the well that the District just got back online. Chris Braun responded yes, that was correct. Karin Wilson asked about the county council budget listed on the timeline and if should she plan to attend. Andy Garland replied yes, that would be great, but that date is currently tentative and we will let her know a permanent date.

Mike Kobe had no questions about the department updates.

Joel Fine wanted to know if there were any problematic areas and if there were, where they are. Andy Garland commented that yes, Summit Park still has work being completed and we are planning on more summer projects. The work has been spread throughout the District these past couple of months. Joel Fine inquired about a Strategic plan for the District. Andy Garland replied that we are preparing it and will be presented to the board next month.

Cory Shorkey had no questions about the department updates.

8. Adjourn:

**Cory Shorkey made a motion to adjourn the meeting.
Joel Fine seconded the motion. All were in favor and unanimously approved.
Karin Wilson adjourned the meeting at 8:02 p.m.**

Mountain Regional Water SSD ACB Chairperson

Date

.Mountain Regional Water SSD General Manager

Date

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on September 19, 2024, should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on October 24, 2024.