



**MOUNTAIN REGIONAL WATER**  
**SPECIAL SERVICE DISTRICT**

**ADMINISTRATIVE CONTROL BOARD**

**MINUTES**

**FEBRUARY 9, 2017**

**ATTENDANCE:**

Chris Eggleton  
Mike Kobe  
Brett Mickelson  
Mike Todd  
Bob Neumeister  
Ian Schofield

**STAFF:**

Andy Armstrong  
Marti Gee  
Scott Green  
Lisa Hoffman  
Brian Davenport  
Troy Keys

**GUESTS:**

Dave Thomas

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in Regular Meeting session **February 9, 2017** at the Mountain Regional Water Special Service District office located at 6421 N Business Park Loop Road, Suite A, Park City, Utah 84098 at 6:00 p.m. The following was the agenda for the session, all times listed were general in nature and were subject to change by the Board.

- 1. 6:00 p.m. Call to Order & Public Input:** Mike Kobe called the meeting to order at 6:07 p.m. No public attended, no public comments.

- 2. Introduction of new MRW Board Members:** Bob Neumeister introduced himself to the Board, he has an extensive financial background and has lived in Summit County 20 years. Ian Schofield has been a resident of Summit Park since 2003. He is a Senior Hydrogeologist at Loughlin Water. All of the Board Members took the oath of office.
- 3. Operations Presentation on Bear Hollow Pump Station Upgrades:** Brian Davenport and Troy Keys gave a video and oral presentation on the Bear Hollow Pump Station Upgrades and the Blackhawk Pump Station. They explained that they installed smaller jockey pumps for the normal usage and only use the larger pumps when peak demands occur. This saves money and wear and tear on the larger pumps. The plumbing has been changed out and coated with special pipe paint to extend the wear of the pipe. They have also replaced the controls for the pumps and the telemetry controls for the pump stations. The Board would like to tour the system and see some of the pump station upgrades and other water system infrastructure this spring or summer.
- 4. Motion to approve the January 12, 2017 Mountain Regional Water Special Service District Meeting Minutes:** Motion made by Brett Mickelson to approve the January 12, 2017 Mountain Regional Water Special Service District Meeting Minutes. Seconded by Mike Todd. All voted yes. Motion carried.
- 5. Motion to move into Executive Session for Personnel & Legal discussion:** Tabled until the end of the meeting.
- 6. Motion to move into Open Session:** No motion needed Executive Session was tabled until later in the meeting.
- 7. Financial:**
  - A. Presentation of the December 2016 Financial Reports:** See Scott Green Monthly

## Unaudited Financial Summary Preliminary Year-end 2016 Report.

- B.** Consideration of Approval of December 2016 Check Registers: Lisa Hoffman went over the checks over \$10,000. The Generator for Silver Creek Tank and Pump Station for Energy Management for \$69,995. There was a reimbursement for the SID for Promontory for Oct. through Nov. 2016 for \$84,537. There was a check for Rocky Mountain Power for \$30,754.99. Summit County Road Project in Summit Park check for \$237,100. Weber Basin Lease fees for 2017 check was for \$1,257,441.53. There was a check for \$10,447.99 to SKM scada for Lost Canyon. Motion made by Mike Todd to approve the Check Register for Dec 2016. Seconded by Mike Kobe. All voted yes, motion carried.
- C.** Presentation of the MRW Semi-Annual Cash Report: This is a formal document that is required to be provided to the Board. No formal approval is necessary.
- D.** Consideration of Approval of P. O.: no p.o.
- E.** Other: None.

### **8. Legal:**

- A.** Timeline of Events for MRW 2017: One thing that needs to be added to the time line is the Board Training provided by Dave Thomas is scheduled for the May Board Meeting. Lisa Hoffman will make those changes and track our progress on the timeline.
- B.** Work Session on Revisions of the By Laws and Administrative Policies for MRW: In the By-Laws there is a need to to appoint a Treasurer and Clerk each year at the annual meeting. Marti Gee will add that to the list of elections we have at the annual meeting. Lisa Hoffman will check on the Fidelity Bond for the new and existing Board

Members. Lisa Hoffman will present the new Redline version of the By Laws and Administrative Policies for MRW during the March or April meeting with the changes discussed in the work session.

- C. LV4 Update: There is a new owner for LV4 and they want water service from MRW. . The names on the contract and plans and specs will be revised with the new names. Dave Thomas commented that we need to revise the contract to state the ERC count for each building. There are 92 units. The buyer for LV6 fell through. IHC will be back hopefully with a new owner.

- D. Other:

**9. General Manager Update:**

- A. Silver Creek Village Update: Andy Armstrong stated that the construction on the water lines started today on the project. Andy Armstrong briefly discussed the reuse water. It will not be available for the developer for years to come and the TDS will be too high to use on any landscaping. Andy Armstrong also discussed the possibility to obtain the SBWRD well that they are currently using for their wastewater treatment plant. Andy will discuss further information about this well in the future with the Board.
- B. Tank and Pump station Update: The advertising for bids has begun and the bid opening is March 7, 2017. Doug Evans is working on a FERC Permit to generate electricity from the turbines on the tank.
- C. Weber Basin Lost Canyon Transformer / Generator Update: Standby generators will be needed in Aug or Sept 2017. Rocky Mountain Power is switching and upgrading the transformers at Lost Canyon. Andy Armstrong recommended that the Board

move next month on the recommendation on the solution for the transformers. Andy should have more information on the costs by then. There is a lead time to get the generators so the purchase timing is important. Andy also discussed the Weber Basin costs for their generator are very high.

**D. Other:** Meter RFP will be ready soon and posted according to the procurement policies. Ross Hanson from Water Rights is moving to Jordan Valley. MRW filed the points of diversion over a year ago with out any decision. Andy Armstrong met with Dave Ure the Summit County representative to the Weber Basin Board. Andy discussed the retroactive lease fees that Taige Flint from Weber Basin wants to charge the regionalization partners of \$325,000 for MRW portion. Dave Ure will discuss with Taige Flint the fees. Andy also discussed with Dave the 900 Ac. Ft. of water that MRW cannot get out of the Lost Canyon Project. Andy and Scott Green discussed the ability to have the bonds to pay off the improvement be 30 year bonds instead of 20 year bonds. Dave will discuss with Weber Basin these issues and let MRW know the outcome. Brett Mickelson made a motion to move into Executive Session to discuss Personnel. Seconded by Mike Kobe. All voted yes, motion carried. Motion to move out of Executive Session made by Brett Mickelson.

Seconded by Mike Todd. All voted yes, motion carried.

**10. Adjourn:** Adjourn meeting at 8:45 p.m.

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the March 9, 2017 at the at the Mountain Regional Water Special Service District office located at 6421 N Business Park Loop Road, Suite A, Park City, Utah 84098 at 6:00 p.m. please contact Marti Gee to make arrangements for assistance.