



MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD

MEETING MINUTES

SEPTEMBER 11, 2014

ATTENDANCE:

BOARD MEMBERS:

B. TODD HOPKINSON
RICK KREBS
BRETT MICKELSON

STAFF MEMBERS

ANDY ARMSTRONG
SCOTT GREEN
MARTI GEE
LAURA MEANS

EXCUSED:

MATT LINDON
CHRIS EGGLETON

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in Regular Meeting session **September 11, 2014** at the Mountain Regional Water Special Service District office located at 6421 N Business Park Loop Road, Suite A, Park City, Utah 84098 at 6:30 p.m. The following was the agenda for said session all times listed were general in nature are subject to change by the Board.

- 1. 6:30 p.m. Call to Order & Public Input:** Rick Krebs called the meeting to order at 6:49p.m. No public attended the meeting, no public comments.
- 2. Consideration of Approve of Meeting Minutes for August 19, 2014:** B. Todd Hopkinson made a motion to approve the Meeting Minutes for August 19, 2014. Brett Mickelson seconded the motion. Rick Krebs vacated as Chairman and all vote yes.

3. Motion to move into Executive Session for Personnel and Property Disposal: Motion made by Brett Mickelson to move into Executive Session for Personnel and Property Disposal. Seconded by B. Todd Hopkinson. All vote yes, motion carried.

4. Motion to move into Open Session: Brett Mickelson made a motion to move into Open Session Motion to approve the hire of a part time engineer. B. Todd Hopkinson seconded by the motion. Motion made by Brett Mickelson to have staff move with the personal actions that were discussed in closed session with 10 % plus or minus option to explore other solutions. Seconded by B. Todd Hopkinson. All voted yes, motion carried. Motion made by B. Todd Hopkinson to approve the 370 Crestview Drive, SU-H-36 vacant lot Real Estate Purchase Contract for Land. Brett Mickelson seconded. All voted yes, motion carried.

5. Financial:

A. Consideration to Recommendation to Prepay Debt: Additional impact fees and annual trustee fees that are 1500.00 per year could be saved if this option is pursued. Scott Green recommends MRWSSD pay those two loans off. Motion made by B. Todd Hopkinson to pay the loans pro rata return on the administrative fees or pay them off when the Trustee funds are due. Brett Mickelson seconded the motion. All vote yes, motion carried.

B. Consideration to Issue Revenue Bonds of 7.1 Million: The Bond would allow for Promontory to pay for a Tank that MRWSSD will benefit from and the other ½ of the bond will be projects identified in the Impact Fee Capital Facilities Plan. This would include Well 15c, and a tank in Summit Park and Timberline, pump station upgrades, and a surge protection tank on Bear Hollow pump station. There are Pump Station upgrades in Silver Springs booster pumps and another small tank in Atkinson. There would also be an upgrade to Old Ranch Road to Silver Springs. The Silver Springs spring has had some issues with turbidity and staff is doing testing. Having those concerns about the spring

MRWSSD may need Well 15c earlier than later. The projects will make MRWSSD infrastructure more resilient. Motion made by B. Todd Hopkinson to approval of the 7.1 million dollar bond for various projects. Seconded by Brett Mickelson. All voted yes, motion carried.

- C. Consideration Approval of July 2014 Check Register: Motion made to approve the July 2014 check register by B. Todd Hopkinson. Seconded by Brett Mickelson.
- D. Consideration of Approval of Financial Statements July 2014: Scott Green discussed the Financial Statements for July 2014 and discussed how necessary the rate increases were for MRWSSD to adopt. The revenues are lower than projected in such a wet weather year with less water used in the summer of 2014.
- E. Other: Scott Green discussed a proposed rate reduction for residential customers. Scott Green explained that the rates adopted raised the residential rates more than the intent of 3.75%. The proposed change that the Governing Board of MRWSSD will be presented with will change the rates to reflect the 3.75% discussed in the Rate Hearing. Brett Mickelson made a motion to recommend to the Governing Board of MRWSSD to modify the residential rates as proposed in the Residential Water Rate Reduction.

Scott Green and Andy Armstrong discussed the Fleet use of MRWSSD in the Annual Commuter Costs Savings work sheet. See sheets attached for the data. Andy Armstrong discussed Mountain Regional Water Special Service District Service trucks are being used properly. The Water Operators have a new rule to notify their supervisor to get permission before leaving the District boundary. The GPS notification on the vehicles allow for this to be monitored. Brett encouraged that this should be looked at periodically to make sure that it is working properly. Brett Mickelson suggested that Andy Armstrong and Scott Green present quarterly reports to the Board on the vehicle use.

6. Legal:

A. Other:

7. Public Services:

A. Billing Reports with rate changes:

B. Other: None

8. Other:

9. Adjourn:

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the September 11, 2014 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 6:30 p.m. please contact Marti Gee to make arrangements for assistance.