



APPROVED MINUTES

Administrative Control Board Meeting June 20, 2024

Attendance:

Board:

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

Staff:

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

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 a regular session on June 20, 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 6:01 pm

There is no public in attendance and No public comment.

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

Ian Schofield made a motion to move into the Executive Session to talk about Property and Litigation.

Joel Fine seconded the motion.

All were in favor and unanimously approved.

The meeting moved into the Executive session at 6:02 p.m.

Ian Schofield made a motion to move out of the Executive Session.

Joel Fine seconded the motion.

All were in favor and unanimously approved.

The meeting moved out of the Executive session at 6:06 p.m.

3. Consent Agenda:

- a. Approval of the May 23, 2024 ACB Meeting Minutes: **no comments**
- b. Approval of the May 2024 Check Register: **see below**
- c. Approval of Purchase Orders: **no purchase orders**

Ian Scholfield inquired about the total cost of the solar array. Steve Anderson responded that it would cost around 1.1 million. Ian Schofield asked if this was the first check to be cut. Steve Anderson replied yes, this is the first big check and there will be 3 more, the District should receive money back from Blue Sky and the Infrastructure Act, which will be around \$750,000.

Ian Scholfield inquired about a flatbed that we have picked up recently. Steve Anderson replied that the truck arrived in the wrong color and when it comes in the correct color, the bed will be installed on that truck.

Ian Scholfield inquired about the Summit Park permit #, the check was in and then out. Steve Anderson explained the invoice was incorrect and we had to void the check and recut it for the correct amount.

Mike Kobe inquired about the towing dump truck and the charge for \$500.00. Steve Anderson explained that the Kenworth was having mechanical issues and the District had it towed to the repair shop.

Mike Kobe commented that he thought the District purchased a new dump truck.

Steve Anderson replied that yes, the District has ordered a new dump truck and that it should be delivered this fall if not early spring 2025

Mike Kobe inquired about the 2 checks for Rocky Mtn Power cut on the 8th & 30th.

Steve Anderson explained that the District receives 4 bills for our different locations.

Karin Wilson inquired about the 5 Conservancy refunds. Anna Peacock explained that these were security deposits for the irrigation meters installed at the Pinnacle.

Karin Wilson inquired about the refund for an impact fee. Steve Anderson explained that yes this was a customer located in the Preserve that decided not to build. The customer provided the necessary documents showing that their permit was pulled and thus was refunded their impact fees.

Karin Wilson inquired about the purchase of Coke for the fire hydrants and this was used. Chris Braun explained that yes, believe it or not, Coke is a fast, inexpensive way to remove rust.

Karin Wilson inquired about the 2 charges on Jackie's card for the control Board dinner. Was this for a deposit and then the remaining balance? Steve Anderson replied he would look into this.

Karin Wilson inquired about Brian's charge of \$700 for SS Repair. Steve Anderson explained this was for a dump truck repair. SS repairs are for dump trunk repairs.

Karin Wilson inquired about Steve's credit card charges to Energy and Advertising. Steve Anderson explained this was for Public Service and the marketing items such as the blue dye toilet leak strips.

Karin Wilson inquired about wellness lunch and Domino's Pizza was provided. Lisa Hoffman explained that this was a lunch and learn for Mental Health & Suicide Prevention. This was comfort food and a cheap option.

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

Ian Scofield made a motion to approve the consent agenda as discussed.

Joel Fine seconded the motion. All were in favor and unanimously approved.

4. Customer Service: Anna Peacock (10 minutes)

- a. Consideration for Recommendation of Approval of the Certified Tax Lien for Delinquent Fees and Charges for the Mountain Regional Water Special Service District to the Summit County Council.

Anna Peacock gave a brief explanation of the exhibit and what types of properties are on the exhibit. Anna Peacock stated that this balance will change by the time this exhibit is presented to the Summit County Council as more customers continue to pay.

Karin Wilson commented that one of the properties was on Kingsford Ave and thought that this street was provided water by Summit Water.

Anna Peacock explained that the District provided water to those couple of streets up to Fairview where Summit Water then provides water.

Karin Wilson asked if there was a motion to approve the Recommendation of Approval of the Certified Tax Lien for Delinquent Fees and Charges for the Mountain Regional Water Special Service District to the Summit County Council.

Ian Scofield made a motion to approve the Recommendation of Approval of the Certified Tax Lien for Delinquent Fees and Charges for the Mountain Regional Water Special Service District to the Summit County Council.

Joel Fine seconded the motion. All were in favor and unanimously approved.

5. Financial Management: Steve Anderson

- a. May 2024 financial results - Steve Anderson reviewed the May 2024 financials.
- b. Consideration of Approval of Insurance Provider for Property, General Liability, and Auto Insurance for the period 7/1/2024 - 6/30/2025

Mike Kobe inquired if this meets the District procurement policy,

Andy Garland commented that yes, this does. Steve Anderson commented that Dave Thomas will also be reviewing the insurance policy to ensure the District did not miss anything since the comparison is not exactly apples to apples.

Karin Wilson asked if there was a motion to approve the Insurance Provider for Property, General Liability, and Auto Insurance for the period 7/1/2024 - 6/30/2025.

Ian Schofield made a motion to recommend for Approval to the management team for Approval of Insurance Provider for Property, General Liability, and Auto Insurance for the period 7/1/2024 - 6/30/2025 based on Dave Thomas's best judgment.

Joel Fine seconded the motion.

All were in favor and unanimously approved.

6. Utah Retirement System - Tier 2 Employee Contribution Update: Lisa Hoffman

Lisa Hoffman commented that there is no action is required, this is for discussion purposes only, as there will be no budget adjustment needed to accommodate this wage increase. As an update to my memo last month on the Tier 2 employee contribution, Summit County Council did agree with the County staff's recommendation of a .95% increase for all those employees on the Tier 2 Hybrid system. The County will not be doing an increase for those employees on the Tier 2 DC only (401(k) system). The District management recommends the 1% increase in wages as proposed last month, for all those employees on the Tier 2 system, whether on the Hybrid system or DC only (401(k) system).

7. Signal Hill Floating Solar Array Update: Chris Braun

Chris Braun presented some pictures of the ongoing progress regarding the installation of the floating solar array.

Joel Fine inquired how long will it take to recoup the costs. Steve Anderson explained that because of the money the District will receive back, it will take about 10 years.

Cory Shorkey inquired if the District would see a noticeable decrease in the power bill at the treatment plant.

Chris Braun replied YES!

8. General Manager Comments: Andy Garland

a. Lake Rockport Estates update-

Andy Garland commented that the meeting with the Summit County Council is in approval of the annexation and is even in support of the annexation but it needs to be 75/25 in favor.

Mike Kobe inquired how they get their water currently.

Andy Garland replied that they have Wells.

Joel Fine inquired if there was a reason why the District should or should not. Andy Garland replied that Lake Rockport Estates will have to fund this and the only impact on the District is 'WATER" (importation project - treatment plant expansion)

Cory Shorkey inquired about the roads.

Lisa Hoffman commented that the long-term items are: Lake Rockport Estates has to annex into the District, provide easements, get funding, or perhaps a wholesale connection. Short-term items would be: how can we get them water?

Mike Kobe inquired about the District annexation rules. Lisa Hoffman commented that yes, the District has them and she will send them to the board.

Andy Garland commented that work at the new District Admin building has started.

9. Questions on Department Updates:

Karin Wilson - did not comments

Joel Fine - no comments

Mike Kobe - no comments

Ian Schofield had a question for Brian Davenport who is absent. Chris Braun responded for Ian to ask and we will try to answer the best we can. Ian Schofield asked who brushed and bailed Well #5. Chris Braun responded that Nickerson did. Ian Schofield asked about the damage to the jailhouse well. Andy Garland commented that there was a buried discharge line, power line, and water line all in the same area. We have decided to split the costs. Ian Schofield inquired about the several 100 water meters that were pulled in Promontory. Chris Braun explained that this was for data collection in Promontory. Ian Schofield was to thank Sam and the crew for the 5th-grade water presentation. That is very cool.

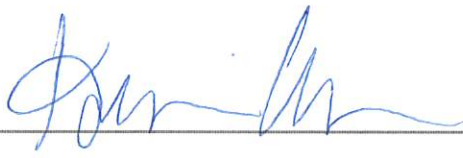
Cory Shorkey - no comments

10. Adjourn:

Ian made a motion to adjourn the meeting.

Joel seconded the motion. All were in favor and unanimously approved.

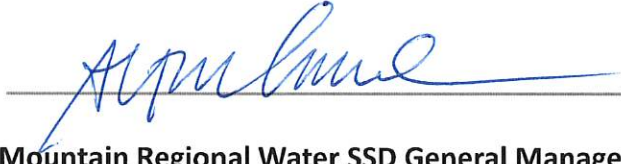
Karin Wilson adjourned the meeting at 7:19 p.m.



7/18/2021

Mountain Regional Water SSD ACB Chairperson

Date



7/18/24

Mountain Regional Water SSD General Manager

Date