



MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT

APPROVED MINUTES

Administrative Control Board Meeting
July 15, 2021

Attendance:

Board:

Mike Kobe
Joel Fine
Karin Wilson
Tim Dougherty
Ian Schofield

Staff:

Scott Morrison
Lisa Hoffman-absent
Steve Anderson
Chris Braun
Brian Davenport
Anna Peacock
Sam Grenlie

Summit County Attorney:

Dave Thomas

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah will meet in a Regular Meeting session on July 15th, 2021 at the Snyderville Basin Recreation District Office Board Room - Trailside 5715 Trailside Drive, Park City Utah, 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/83449902002>

Webinar ID: 834 4990 2002

To Dial in for Audio: 346-248-7799

- 1. Call to Order & Public Input: Mike Kobe called the meeting to order at 6:02 pm**
No public comment.

2. Executive Session – Security, Personnel, and Possible Litigation: 6:03 pm

Tim Dougherty made the motion to move into the Executive Session.

Joel Fine seconded the motion. All voted in favor of the motion. Motion passed.

Board entered into Executive Session.

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

Tim Dougherty seconded the motion. All voted in favor of the motion. Motion passed.

Returned from Executive Session 6:43 pm

3. Consideration of Recommendation to the District’s Governing Board to Approve the Proposed District General Manager Contract

Ian Schofield made the motion for the Recommendation to the District’s Governing Board (County Council) to Approve the Proposed District General Manager Contract.

Joel Fine seconded the motion. All voted in favor of the motion. Motion passed.

4. Consent Agenda: 6:45 pm

a. Approval of the June 17th, 2021 ACB Meeting Minutes: No comments.

b. Approval of the June 2021 Check Register: see below

c. Consideration of Approval of Purchase Orders: No purchase orders.

Karin Wilson inquired about the refund check to Brandon Hunt. Scott Morrison responded that Mr. Hunt initially wanted to connect culinary water to the district but decided to use his existing well instead. Karin Wilson inquired about the air dryer repairs? Scott Morrison explained that the air dryer is a compressed air dryer located in one of the pump stations that operates a pneumatic valve.

Karin Wilson inquired about the bond payoff? Steve Anderson responded that yes this was the pre-payment of debt with Zions Bank for the generators that were discussed & approved in the previous meetings. Karin Wilson inquired about the ER contributions and the employer contributions? Steve Anderson responded that ER contributions are required by URS. The other contributions are a 403 account to Fidelity for employee contributions, including the District’s matching contributions. Karin Wilson stated that there seems to be a total of 3 ER contributions, Fidelity contributions, and another called Employer Contributions. Steve Anderson responded that 1 is abbreviated due to the 3 payroll periods.

Tim Dougherty inquired about the check to Simplifile for \$42.00.

Anna Peacock responded that Simplifile is a third party that the District uses to electronically record documents with Summit County. The service fee to Simplifile is \$2.00 and the \$40.00 is a reimbursement for the Summit County recording fees that Simplifile pays on our behalf.

Ian Schofield inquired about the check to Hydro Specialties for what he is assuming for the badger meters? Steve Anderson responded that yes these were for updated endpoints and water meters throughout the district.

Ian Schofield inquired about PRV parts with Rocky Mountain Valves? Which PRV was it for and was it for repairs or replacement.

Chris Braun responded that this was for the PRV in Summit Park that is referred to as the Super Vault. The operations did a complete rebuild.

Tim Dougherty made a motion to approve the Consent Agenda.

Ian Schofield seconded the motion. All voted in favor of the motion. Motion passed.

5. Consideration of Approval of the Pine Meadows Mutual Water Company Annexation Fee Agreement: Scott Morrison 6:52 pm

Scott Morrison explained that the board had previously approved a draft that was submitted to Pine Meadows Mutual Water Company. Pine Meadows Mutual Water Company has reviewed the agreement and has added 2 provisions for the district to review and approve. The board discussed the consideration of approval of the Pine Meadows Mutual Water Company Annexation Fee agreement.

Ian Schofield made a motion to approve the Pine Meadows Mutual Water Company Annexation Fee Agreement.

Karin Wilson seconded the motion. All voted in favor of the motion. Motion passed.

6. Consideration of Adoption of the District's Drought Response Plan Framework - 2021: Scott Morrison 7:07 pm

Scott Morrison gave a brief summary of the District's Drought Response Plan Framework 2021. If the board is in agreement with the document, will accept all the redlines to date on the document, including some suggestions from tonight, and post the document on the Mountain Regional District website.

The board is in agreement with the document and the posting on the district website.

7. General Manager Comments: Scott Morrison 7:23 pm

- a. Wildfire Response & Impact Mitigation Checklist: Tim Dougherty inquired if all the people on the contact list were aware of the list being distributed by the District for its staff. replied that no, they are not aware of the contact list but the district does have personal relationships with each of them. This is just a preliminary list of who would need to be contacted in the event of a wildfire. Ian Schofield, along with Karin Wilson inquired as to what was the spine flow reduction in the spine road. Scott Morrison responded that this was water coming down from the treatment plant to the rest of the District. There is a control valve installed that allows staff to control the flow in the event of a

wildfire incident and the District cannot pump from Rockport. This prevents the treatment plant from being depleted.

Ian Schofield commented that the document is great but seems to be “reactive” and is there something we could do that would be more “pro-active”? Scott Morrison agreed and will research what those recommendations could be.

Joel Fine inquired if the District is looking for long-term solutions.

Scott Morrison replied that yes, the District and the County are actively working on those solutions.

b. Update regarding the June 30th County Council Work Session:

Scott Morrison gave a brief summary regarding potential strategies for managing water use in Summit County during the current drought period and potential future code changes. Recommendations from the council included more education and incentives, they had less support for enforcement activities. The County Council is supportive of higher conservation rates with incentives for reduced water consumption. The District’s staff will review other water entities’ conservation rates and water consumption incentives, in order to come up with a program to present to the board in the September meeting, along with the Budget planning.

c. Other:

Scott Morrison gave a brief overview of MRW water production regarding growth in the district and water loss. The District water loss is down which is a positive note and a great achievement for the operations staff in their efforts in resolving water losses throughout the District.

Tim Dougherty inquired if the District staff has had a chance to review any protocols regarding authority for paying ransoms related to future cyber incidents. Scott Morrison responded that we have not, but he will make a note for the next meeting. Chris Braun reported that he had a meeting with some cyber experts in Salt Lake City that are giving the District some helpful information and guidelines. Dave Thomas responded that the District manager could approve up to \$100,000.00, call the board members individually, thus after the fact ratification. Also, be sure to notify the FBI.

8. Financial Management: Steve Anderson 7:52 pm

a. Update on June 2021 results

b. Other

Steve Anderson gave a brief summary review of the June 2021 financial results.

9. Update Regarding Future Floating Solar Array: Chris Braun 8:04 pm

Chris Braun gave a brief summary, along with an exhibit, in regards to a field trip to Walden, Colorado where he and Brandt Judd, District Water Treatment Plant Manager, saw a floating array similar to the floating array the District is considering.

10. Legal: Dave Thomas 8:20 pm

a. Other

No updates

11. Questions on Department Updates: (15 minutes)

Karin Wilson did not have any questions.

Tim Dougherty did not have any questions.

Ian Schofield inquired about an existing tank in Summit Park. Scott Morrison explained that the green tank in question is not owned by the district but by the Rec. District (Snyderville Basin Special Recreation District). Ian Schofield also inquired about the pipe in the Silver Springs well shown in the video log? Brian Davenport responded at the time the District acquired the well, the operator commented there was equipment lost down the well that they were not able to retrieve. This lost equipment is what is assumed to have been seen during the video. Scott Morrison confirmed with Brian Davenport that the District has not used this source for the last 10 years and we are trying to get it back into service for redundancy purposes.

Mike Kobe did not have any questions.

Joel Fine did not have any questions.

12. Adjourn: Mike Kobe adjourned the meeting at 8:26 pm

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on July 15th, 2021 should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on August 20th, 2021.