



MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT

ADMINISTRATIVE CONTROL BOARD

Minutes

November 7, 2017

Approved during January 11 MRW Board Meeting

Attendance:

Board Members:

Brett Mickelson
Mike Kobe
Ian Schofield
Bob Newmeister

Staff:

Andy Armstrong
Marti Gee
Lisa Hoffman
Scott Morrison

Guest:

Dave Thomas Summit County Chief Civil Deputy Attorney

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in Regular Meeting session **November 7, 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 said 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 6:03 p.m. No public attended the meeting.
- 2. Motion to approve the October 17, 2017 Mountain Regional Water Special Service District Meeting Minutes:** Motion made by Bob Neumeister to approve the October 17, 2017 Mountain Regional Water Special Service District Meeting Minutes. Seconded by

Ian Schofield. All voted yes, motion carried.

- 3. Motion to move into Executive Session for Personnel & Legal discussion:** None needed.
- 4. Motion to move into Open Session:** No closed session.
- 5. Financial:**
 - A.** Presentation of the September 2017 Financial Reports: Financial Reports are attached.
 - B.** Consideration of Approval of September 2017 Check Register: The Checks over the \$10,000 threshold for approval are as follows: Hydro Specialties for \$69,889.29 for Meter Change out program, RMP for power costs \$83,407.51, Zions Bank Financial Services, \$12,626.02, SBWRD Monitoring Station Silver Creek \$13,050.00, Hydro Specialties Meter Change out program \$46,729.29, Electro Power Utah LLC for \$23,561.00, Hydro Specialties for Meter Change out program \$133,415.96, SKM Scada System for \$13,488.70, Bell Oil Company for Fuel and Diesel \$12,962.95, Cityworks GIS system for \$12,500.00, ESRI Annual GIS Software Subscription for \$12,000.00, Electro Power Utah LLC for \$14,131.13, Summit County Legal Services for \$24,000.00, Electro Power \$62,410.00, Hydro Specialties for \$116,640.00, Wells Fargo Credit Cards for \$17,628.39, Payroll and Benefits, Internal Revenue payments detailed on check register. Motion to approve all checks above the \$10,000 threshold made by Bob Neumeister. Seconded by Brett Mickelson. All voted yes, motion carried.
 - C.** Consideration of Approval of Annual Merit Bonus: Motion to approve a \$1,000.00 bonus for employees and prorated for part time employees made by Brett Mickelson.

Seconded by Ian Schofield. All voted yes, motion carried.

D. Consideration of Approval of P. O.: None

E. Other: Andy Armstrong discussed a budget for Silver Creek Pump Station up to \$184,575 to complete project (Budget attached). Motion made by Brett Mickelson to approve the Silver Creek Budget and authorize any Board Member to sign the Final P.O. when it is prepared. Seconded by Bob Neumeister. All voted yes, motion carried.

6. Legal:

A. Other: None.

7. General Manager Update:

A. MRWSSD 2018 Goals: Lisa will to place these on the timeline for future meetings.

Andy Armstrong discussed the desire to have these topics for the 2018 MRW Goals for the Board.

i. Update Capital Facility Plan: Discussion 1 - 2 Meetings

ii. New Impact Fee Study: Discussion 1 - 2 Meetings

iii. Strategic Plan for MRW: Discussion 2 - 3 Meetings

B. Regionalization Update: Andy Armstrong discussed the Weber Basin meeting that was held. He stated that they were very cooperative and receptive with the implementation of the Generator and the start up should be in the middle of January 2018 on the pump station at Rockport. Andy Armstrong discussed the need to find out about the 900 acre feet of water that may be available with the Davis and Weber Canal water. Andy also discussed the need to get a decision from the State Engineer about the Water Rights that we have for State Engineer Approval review and hopefully

approval. He will follow up on that and report to the Board. Also he discussed the Exhibit D that Park City wants water in 2019 and 2020 from the Weber Basin Agreement. He will discuss this in the future with the Board. Andy Armstrong also discussed the need to talk with Park City the energy costs and goals with the pumping cost of water from MRW.

C. Other:

8. Public Services Update: December 7 2017 Board Meeting was Canceled and only rescheduled if necessary.

9. Adjourn: The Board Adjourned at 7:18.

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the December 7, 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.