



## APPROVED MINUTES

### Administrative Control Board Meeting February 15, 2024

#### Attendance:

##### Board:

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

##### Staff:

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

##### 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 Meeting session on February 15, 2024, at the Mountain Regional Water SSD District Office, 6421 N Business Park Loop Rd, 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=a1VCYmUweUlRFXFTY2xZMTNjZk9Kdz09>

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 6:02 pm
2. **Executive Session – Personnel, Possible Litigation, and Property Acquisition:**  
No Executive Session was necessary.
3. **Consent Agenda:**
  - a. Approval of the January 25, 2024 ACB Meeting Minutes: no comment
  - b. Approval of Purchase Orders:
    - i. Jacobs, \$137,995

Karin Wilson inquired about the Jacobs purchase order and if this is to create an asset management program. Andy Garland responded that yes, this is correct.

Karin Wilson inquired if this is similar to what Kadin is working on. Andy Garland replied, yes, just on a bigger scale.

Mike Kobe made a motion to approve the consent agenda including the minutes and Jacobs Purchase Order discussed.

Ian Schofield seconded the motion. All were in favor and unanimously approved.

c. Approval of truck surplus:

Andy Garland gave a brief explanation as to why the 2016 Ford F-350 VIN 1FD7X3FT1GEA39204 is being requested to be surplus.

Mike Kobe made a motion to approve the surplus of the truck.

Ian Schofield seconded the motion. All were in favor and unanimously approved.

#### 4. Engineering Department Updates

##### a. 2024 Capital Project Preview:

Sam Grenlie gave a brief overview of the District's 2024 Capital Projects.

There are no significant bid projects this year which is Tier 1.

Tier 2 projects are the Sage Hills Estates Betterment & Browns Canyon Connection Betterment which are scheduled for completion in 2024.

Tier 3 projects which are internally managed by the District include; Old Ranch Booster Pump Station Upgrades, Sun Peak Well 2, Innsbruck Booster Pump Station and Summit Park Well 2 Upgrades, Lost Canyon Transmission Line Gate Valve, Bear Hollow Booster Pump Station Upgrades, & Silver Creek Paving which are scheduled for completion in 2024.

Joel Fine inquired if the District needed to complete all these projects. Sam Grenlie replied that these have been in the 5-year window to be completed.

Joel Fine inquired if these costs were able to be reduced somehow. Andy Garland replied that these projects are in the budget so that the District is on the offense and not the defense when it comes to operating the system. It is cheaper than fixing things in an emergency.

##### b. Detection of PFAS Update:

Jessica DiCaprio gave a short background on what PFAS is. PFAS are manufactured chemicals that are incredibly versatile and have both industrial and consumer applications such as Fire-fighting foams and Cleaning agents (i.e. laundry detergent). Before 2023, investigative PFAS sampling was conducted throughout the District spurred by results from Park City Municipal sampling efforts. No PFAS were detected in District sources at this time.

In December 2023, District staff collected samples from eight wells for lab analysis. Three of the samples contained detectable amounts of nine PFAS compounds. The highest levels were found in Tank Well 16 which has since been shut off and will remain

offline for the foreseeable future. The District will continue to sample the eight wells quarterly in 2024.

The board and staff discussed that PFAS are a type of persistent organic pollutant (POP), that the US EPA is still proposing standards for. There was a discussion regarding the issue that there are not any known/approved ways to treat PFAS but there are many “proposed” treatments, for example extremely high temperatures.

**5. General Manager Comments:**

Andy Garland stated that the District will submit for a building permit next week for the new administration building. The groundbreaking is scheduled for April 2024, to be finished in the fall of 2025. The final price on the building won't be ready until the plans are 100% complete but it is currently tracking with the proposed budget.

The District is also submitting for a building permit for the solar array at the Signal Hill treatment plant. The construction is scheduled for May / June 2024.

Andy Garland has met with all the managers regarding the succession plan for the District. This will be ongoing and he will keep the board updated.

**6. Questions on Department Updates:**

Karin Wilson stated that she will not make the May meeting in person but might be able to make it remotely.

The ACB and the Administration team agreed that the May 16th meeting will be moved to May 23, 2024.

Ian Schofield had no comment.

Cory Shorkey had no comment.

Mike Kobe inquired about the asset management program about billing. Chris Braun replied that it is more the financial aspect regarding Steve Anderson.

Mike Kobe stated that he has concerns about the treatment plant not having a pre-treatment. Sam Grenlie and Jessica DiCaprio commented that the District has the SOQ for a design team and this closes on March 1, 2024.

Joel Fine had no comment.

**7. Adjourn:** Ian Schofield made a motion to adjourn the meeting. Mike Kobe seconded the motion. All in favor and unanimous.

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Karin Wilson adjourned the meeting at 7:28 p.m.

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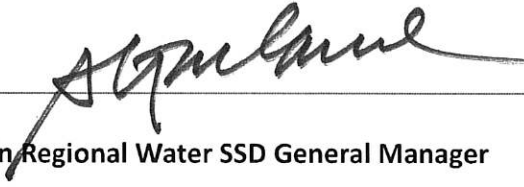
Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on February 15, 2024 should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on March 21, 2024.



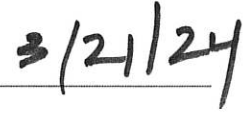
Mountain Regional Water SSD ACB Chairperson



Date



Mountain Regional Water SSD General Manager



Date