



MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT

APPROVED MINUTES

**Administrative Control Board Meeting
May 19, 2022**

Attendance:

Board:

Karin Wilson
Ian Schofield
Mike Kobe
Joel Fine - absent
Tim Dougherty

Staff:

Andy Garland
Lisa Hoffman
Steve Anderson
Chris Braun
Sam Grenlie
Brian Davenport
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 Regular Meeting session on May 19 2022 at the Snyderville Basin Water Reclamation District Office, 2800 Homestead 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/81230747750?pwd=YWh1M1BiR2o1UjlmTk5ybmVxWjNzZz09>

Webinar ID: **812 3074 7750**

To Dial in for Audio: **669-900-6833**

- 1. Call to Order :** Karin Wilson called the meeting to order at 6:10 pm.
- 2. 2022 Drought Rates Presentation:** Steve Anderson presented a Power Point regarding the 2022 Drought Rates. This presentation included a summary of Utah's current conditions, the District's Drought Response Plan, 2022 Drought Watering Reductions, Residential Rates, Commercial Rates, Irrigation Rates, Conservation Violations, and some Conservation Resources/Tips.

3. Public Rate Hearing and Public Input: Karin Wilson opened the public hearing portion of the meeting. There is one person, Scott Schofield, who is attending via Zoom. No comment was made from this attendee.

Public comments from:

Andy Garland read an email from:

Canyon Engineering
Gus Sharry, PE, President
Voice: 435.640.7373
www.canyoneng.com

A few suggestions to consider before voting on new rates and conservation measures:

1. The elephant in the room is irrigation. This includes agriculture, landscape and lawns, and golf courses, among other uses. Require belt tightening for these types of uses because outdoor water use amounts to over 70% of total use.
2. Get serious and outlaw new golf courses;
3. Get serious and push for artificial turf surfaces for publicly funded playing fields;
4. Get serious and limit lawn area on new construction lots to a maximum of 400 SF...yes, you read it right, four hundred square feet; better yet, work to outlaw lawns altogether;
5. Get serious and investigate residences exhibiting excessive water use;
6. Get serious and raise fines for all violations. The amounts indicated in your recent flyer should be at least five times higher;
7. Get serious and follow our American Pastime...three strikes and you're out, i.e. a third violation means suspension of service;
8. Get serious and change Utah water rights law...the "use it or lose it" mentality applied before the automobile came along...it absolutely must be relegated to the history books;
9. There is no need to curb indoor domestic water use because this piece of the pie is too small;
10. Re-using cooking water is absurd;
11. Rinsing vegetables in a sink is clearly unsanitary;

Including items like nos. 8 and 9 above in your flyer erode your credibility as a professionally operated utility district. Get serious. And feel free to enter this as public comment in advance of your decision.

Thanks for all you do (the water up here is delicious),

Gus

Karin Wilson closed the public portion of the meeting as there are no further comments.

4. Consideration of Approval of 2022 Drought Rates:

Karen Wilson asked if there was a motion ready to be made.

Ian Schofield made the motion **for Approval of 2022 Drought Rates.**

Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed.

5. Consent Agenda:

- a. Approval of the April 21, 2022 ACB Meeting Minutes: **No comments**
- b. Approval of the April 2022 Check Register: **see below**
- c. Consideration of Approval of Purchase Orders:
 - i. Electro Power \$83,025
 - ii. Hydro Specialities \$66,848
- d. Other:

Karin Wilson asked what SKM does? Chris Braun replied that SKM helps maintain and repair the District's SCADA system. Karin Wilson asked why we paid Hydro Specialities \$10,000 for lids? Steve Anderson replied that yes, the lids are "poly" lids instead of cast that allow the endpoints to communicate. Karin Wilson asked about the check to Mountainland for a rebuilt valve?

Brian Davenport replied that this was just routine maintenance.

Karin Wilson inquired about a check to Nickerson regarding a pump repair kit and do we know what pump we repaired? Brian Davenport does not recall precisely but thinks it was for the White Pine Booster Station? Steve Anderson will confirm and let Karin Wilson know.

Mike Kobe had no questions regarding the check register.

Ian Schofield inquired about the Peoa pump? Brian Davenport responded it was a spare for the shallow wells. The Lost Canyon Pump Station is technically in Peoa, sometimes our staff uses the names interchangeably.

Tim Dougherty had no questions regarding the check register.

Ian Schofield made the motion to approve the **Consent Agenda** as discussed including the purchase orders for **Electro Power in the amount of \$83,025** and **Hydro Specialties in the amount of \$66,848**.

Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed.

6. Consideration for Recommendation of Approval of the Annexation of Parcel PP-87-C1A-1 into the Service Area of the District by the Summit County Council:

Chris Braun gave a brief description and summary of the parcel requesting to be annexed into the District. There are no water rights associated with this parcel.

Ian Schofield made the motion for **Recommendation of Approval of the Annexation of Parcel PP-87-C1A-1 into the Service Area of the District by the Summit County Council**

Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed.

7. Consideration for Recommendation of Approval of the Annexation of Parcel RCDA-14-15-E into the Service Area of the District by the Summit County Council:

Chris Braun gave a brief description and summary of the parcel requesting to be annexed into the District. There are no water rights associated with this parcel. This parcel is primary for irrigation purposes along the corridor. Summit Water Distribution Company has released this parcel allowing the District to serve them water.

Ian Schofield made the motion for **Recommendation of Approval of the Annexation of Parcel RCDA-14-15-E into the Service Area of the District by the Summit County Council**

Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed.

8. Consideration for Recommendation of Approval of the Annexation of Parcels WPCV-1-1 through WPCV-1-8, WPCV-1-9 through WPCV-1-12, and WPCV-EXP-LAND into the Service Area of the District by the Summit County Council:

Chris Braun gave a brief description and summary of the parcel requesting to be annexed into the District. There are no water rights associated with this parcel. Summit Water Distribution Company has agreed and provided a letter releasing this parcel and all existing connections allowing the District to serve them water.

Ian Schofield made the motion for **Recommendation of Approval of the Annexation of WPCV-1-1 through WPCV-1-8, WPCV-1-9 through WPCV-1-12, and WPCV-EXP-LAND into the Service Area of the District by the Summit County Council**

Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed.

9. Consideration of Approval of an update to Sections 8 & 9 of the District's Personnel Policies:

Lisa Hoffman gave a brief review of several updates Summit County made to their Personnel Policies over the past year, which prompted the District to review and incorporate applicable updates to District Personnel Policies.

- Section 8.G: Holiday/Weekend Pay
 - o A Summit County update which more clearly defines pay for those hourly employees who are called in to work on a holiday or a weekend.
- Section 8.P.3: Meritorious Bonus
 - o Increase from \$1,000 to \$3,000 to match Summit County policy.
 - o Added a category for extraordinary work during a declared emergency to match Summit County policy.
- Section 8.R: Payroll Corrections
 - o A Summit County update clarifying how payroll corrections are handled.
- Section 9.G.11: Vacation
 - o A Summit County update clarifying that the District will not advance vacation days. This has never been a practice at MRW.
- Section 9.J: Holiday Leave
 - o Adding Juneteenth as a holiday to match Summit County holidays.
- Section 9.P.9: Family & Medical Leave Without Pay
 - o A Summit County change defining the 12-month period.
- Section 9.Q: Retirement
 - o Summit County updates to more clearly define the Utah Retirement Systems (URS).
- Section 9.R.1: Housing/Transportation Allowance
 - o Provides an increase to the District's allowance from \$200/month to \$250/month.

Ian Schofield made the motion for **Recommendation of Approval of an update to Sections 8 & 9 of the District's Personnel Policies.**

Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed.

10. Financial Management:

Steve Anderson gave an update on the quarterly finances.

- a. Update on April 2022 results: Steve Anderson gave an update on the April 2022 financial results.
- b. Other:

11. General Manager Comments: Andy Garland

- a. 2022 Summit County Concurrency Update: Andy Garland and Sam Grenlie are meeting next week within Dave Hansen to review the District's concurrency report. This discussion is mostly regarding the increased levels in TDS throughout the Snyderville Basin.
- b. Silver Creek Village update: Silver Creek Village might come to a standstill when the building permits for that development reaches their limit regarding a required traffic study.
- c. Other:

12. Questions on Department Updates:

Andy Garland stated that the District currently has 2 wells down in addition to the Treatment plant being down due to a planned & scheduled maintenance. Ian Schofield complemented Brian and the operations crew on the successful pigging project.

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

Ian Schofield made the motion to move into Executive Session to discuss Property Acquisition. Mike Kobe seconded the motion. All voted in favor of the motion. Motion passed. The board adjourned to the Executive Session at 7:20 pm. Mike Kobe made the motion to move out of the Executive Session. Ian Schofield seconded the motion. All voted in favor of the motion. Motion passed. The board returned from the Executive Session at 8:45 pm.

14. Consideration and possible approval of Real Estate Purchase Contract for Lot 5, FJ Gillmor Subdivision, Amended:

Dave Thomas gave a summary and description of Real Estate Purchase Contract for Lot 5, FJ Gillmor Subdivision, Amended.

Ian Schofield made the motion for **Approval of Real Estate Purchase Contract for Lot 5, FJ Gillmor Subdivision as amended.**

Tim Dougherty seconded the motion. 3 voted in favor of the motion. 1 voted not in favor of the motion.

A roll call vote is as follows: Ian Schofield voted yay. Mike Kobe voted nay. Tim Dougherty voted yay. Karin Wilson voted yay. 3 voted yay 1 voted nay. Motion passed.

15. Consideration and possible approval of Infrastructure Agreement for Lot 5, FJ Gillmor Subdivision, Amended:

Dave Thomas gave a summary and description of Infrastructure Agreement for Lot 5, FJ Gillmor Subdivision, Amended.

Ian Schofield made the motion for **approval of Infrastructure Agreement for Lot 5, FJ Gillmor Subdivision as amended.**

Tim Dougherty seconded the motion.

A roll call vote is as follows: Ian Schofield voted yay. Mike Kobe voted nay. Tim Dougherty voted yay. Karin Wilson voted yay. 3 voted yay 1 voted nay. Motion passed.

16. Consideration and possible recommendation to Summit County Council on Promissory Note, Lot 5, FJ Gillmor Subdivision, Amended:

Dave Thomas gave a summary and description of the Promissory Note Lot 5, FJ Gillmor Subdivision, Amended.

Ian Schofield made the motion for **positive recommendation to Summit County Council on Promissory Note, Lot 5, FJ Gillmor Subdivision, as amended.**

Tim Dougherty seconded the motion.

A roll call vote is as follows: Ian Schofield voted yay. Mike Kobe voted nay. Tim Dougherty voted yay. Karin Wilson voted yay. 3 voted yay 1 voted nay. Motion passed.

17. Consideration and possible recommendation to Summit County Council on Deed of Trust, Lot 5, FJ Gillmor Subdivision, Amended:

Dave Thomas gave a summary and description on the Deed of Trust for Lot 5, FJ Gillmor Subdivision, Amended.

Ian Schofield made the motion for **positive recommendation to Summit County Council on Deed of Trust, Lot 5, FJ Gillmor Subdivision as amended.**

Tim Dougherty seconded the motion.

A roll call vote is as follows: Ian Schofield voted yay. Mike Kobe voted nay. Tim Dougherty voted yay. Karin Wilson voted yay. 3 voted yay 1 voted nay. Motion passed.

18. Annual Administrative Control Board Training: Dave Thomas presented a power point presentation regarding the annual Control Board Training for Special Service Districts.

19. Adjourn: Karin Wilson adjourned the meeting at 9:31 pm

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on May 19, 2022 should contact Lisa Hoffman at 435-940-1916 Ext. 312 to make arrangements. The next MRW Administrative Control Board Meeting will be held on June 16, 2022.