



APPROVED MINUTES

**Administrative Control Board Meeting
February 16, 2023**

Attendance:

Board:

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

Staff:

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

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 February 16, 2023 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/86352712470?pwd=M0xrcWV3UTFOQmpTWEU0NXd4MnZDZz09>

Passcode: **232882**

Webinar ID: **863 5271 2470**

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

1. **Call to Order & Public Input:** Karin Wilson called the meeting to order at 6:01 pm. There was no public in attendance. Karin Wilson welcomed newly appointed Cory Shorkey to the Board.
2. **Executive Session – Personnel, Possible Litigation, and Property Acquisition:**
no executive session
3. **Consent Agenda:**
 - a. Approval of the January 19, 2023 ACB Meeting Minutes: no comments

- b. Approval of the January 2023 Check Register: [see below](#)
- c. Approval of surplus vehicles: [see below](#)
- d. Approval of Purchase Order:
 - i. \$91,843.02, Larry H Miller Ford - (2) 2023 Ford F-150 4X4 Truck
- e. Other:

Ian Schofield inquired about the check for Nickerson and what “ Seal water redundant pumps” were. Staff responded that this was an “extra” or “spare” pump for lost canyon for the seal water.

Ian Schofield inquired about the acronym SCCCOA. Chris Braun responded that SCCCOA stood for SILVER CREEK CENTER CONDOMINIUMS OWNERS ASSOCIATION.

Ian Schofield inquired about the incident referenced on the check to Eminent Technical Solutions LLC. Did we have a cyber incident? Andy Garland responded that this was mislabeled. This was for hardware. Chris Braun responded that no we did not, ETS just referenced a POE switch as an incident and not a replacement part.

Ian Schofield inquired about the Work Force QA drug screening. Steve Anderson responded that this was from November 2022 regarding Jaxon Hortin’s accident and the clinic was just now billing the District.

Ian Schofield inquired about Les Olsen and the monthly support block hours, and cloud services. Chris Braun responded that this was for our electronic paper storage called Docuware.

Karin Wilson inquired about the Stuart Electric Supply Inc referencing White Pine. Is this for a pump in the Colony? Brian Davenport responded that this was for a high pressure valve that we replaced, so we bought a spare.

Karin Wilson inquired about the HSA funding and was this for the year and how much? Steve Anderson responded that this was the District’s contribution for employees on the HSA. This contribution covers the employees deductible. The amount this year is \$3,000 for family (2-party) and \$1500 for single.

Karin Wilson inquired about Learn Trimble-Training. Steve Anderson responded that this was a training class for Kadin Baird and a part of City Works.

Joel Fine had no questions regarding the check register.

Corey Shorkey had no questions regarding the check register.

Steve Anderson gave a brief description of the trucks, the side by side, and trailer for surplus. These will be surplussed as the District is able to purchase the new replacement equipment.

Ian Schofield inquired if the bluebook is the starting bid or can there be bids below. Andy Garland replied, no that is the starting minimum. Staff is discussing the Rhino bid starting at \$6,500, plus the value of the tracks, since there is not really a “bluebook” value, just a trade in value from the dealership.

Joel Fine inquired how this affects the District's bottom line, the \$90,000 price for trucks. Steve Anderson responded that we have this in our capital budget of \$180,000. These Ford trucks will replace the Dodge trucks previously approved. The Ford v-8s purchases will be \$3k less than previously approved v-6 Dodge rams.

Ian Schofield inquired if the Board needs to approve a withdrawal from previously approved P.O.s that are not going to be used. Dave Thomas replied no, the District just does not execute them.

Joel Fine asked if the bid prices were too low for the surplus trucks. Andy Garland replied this is the blue book value.

Ian Schofield moved to approve the consent agenda including the approval of the P.O. \$91,843.02, Larry H Miller Ford - (2) 2023 Ford F-150 4X4 Truck and as discussed the Rhino value of \$6500.00 including the track value to be determined.

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

4. Consideration and approval of the First Amendment to Infrastructure Agreement Mountain Regional Water Special Service District (Lot 5):

Andy Garland gave a brief summary of the First Amendment to Infrastructure Agreement Mountain Regional Water Special Service District (Lot 5) with regards to the grading issues at the Gilmor subdivision.

Karin Wilson inquired about the summary price of \$350K.

Andy Garland replied that this should make the site fairly flat and hopefully save the District money on retaining walls for our project.

Joel Fine inquired about the contingencies and if there are enough.

Andy Garland responded that yes, according to the contracts.

Ian Schofield moved to approve the First Amendment to Infrastructure Agreement Mountain Regional Water Special Service District (Lot 5).

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

5. Consideration of recommendation to Summit County Council to approve 2023 Capital Budget amendments:

Steve Anderson gave a brief review of the budget amendments.

Ian Schofield moved to recommend for approval to the Summit County Council to approve 2023 Capital Budget amendments. Corey Shorkey seconded the motion. All in favor and unanimously approved.

6. Financial Management: Steve Anderson

- a. January 2023 results
- b. MRW Semi-annual Cash Report

- c. Schedule of Weber Basin Leases
- d. Schedule of MRW bond debt

Steve Anderson went over the preliminary financial results and highlights from January 2023. Steve Anderson asked if there were any questions regarding the Weber Basin Leases or the bond debt schedule. There were no questions.

Joel Fine inquired about Summit Park and commented there has not been as many leaks recently.

7. 2023 Capital Projects Overview: Sam Grenlie

Sam Grenlie gave a brief overview of the 2023 Capital Projects for the District.

Tier 1 Projects: Quarterly Board updates. Contract 5% of District annual operating budget, or greater. Large bid construction projects with external management support:

1. Summit Park Tank 1 Replacement
2. Summit Park Water and Sewer Project Phase 7A: (Woodland Water Line Replacement):

Tier 2 Projects

Annual Board summary, updates as necessary. Moderate sized, bid construction projects with external management support:

1. Sage Hills Estates Betterment
2. Browns Canyon Road Betterment

Tier 3 Projects

Annual Board summary. Mountain Regional managed system upgrades and construction:

1. Spine Booster Pump Station Upgrades
2. Silver Springs Booster Pump Station to White Pine Tank Connection
3. Colony Airbreak Tank Upgrade
4. Sun Peak Well 2

8. General Manager Comments: Andy Garland

a. Other

Andy Garland commented that the new computers for the District board members have been ordered and will be distributed at the next board meeting and asked the board members to bring their outdated District issued devices with them for the exchange.

Andy Garland stated that the 2023 Rural Water conference for some of the District employees will be at the end of February, first of March.

Andy Garland commented that Lisa's report on the legislature is very informative and if the board hadn't read it yet, it was worth reading.

Andy Garland stated that the County is hiring a CMGC for their county campus project in the Gilmore subdivision. The District would like to "piggy-back" with this if the Board feels it is beneficial as well. The scoring for the CMGC will be at the end of February. The District could hire their own CMGC as well and not participate with Summit County.

9. Legal: Dave Thomas

a. Other

Dave Thomas had no comments.

10. Questions on Department Updates:

Karin Wilson asked Sam Grenlie what water age meant. Sam Grenlie replied that it is relative to its treatment time and disinfection by-products. Sam Grenlie commented that AGE after disinfection, in regards to after treatment.

Karin Wilson asked Steve Anderson about the filed transparency reports with the State of Utah. Does this report include water usage for golf courses? Steve Anderson replied that the report is mostly for fraud risk, financials, revenue, payroll. He has not seen any usage reporting.

Sam Grenlie stated that the irrigation usage report is not detailed. The golf courses are just under "irrigation".

Karin Wilson inquired about SB76 Jana from the county mentioned on the radio that this might involve combining water companies.

Lisa Hoffman stated that her take on it is Regionalization, that the District and Weber Basin have already completed this with the Regionalization Agreement and interconnections.

Dave Thomas also mentioned that the county has already done this "water element" with our Concurrency program.

Karin Wilson inquired about HB349. Is anyone actually doing any reuse projects in Utah? Lisa Hoffman stated that yes, there are quite a few reuse projects going on in the Wasatch front area and they are concerned that this reuse is taking water from the Great Salt Lake. Any future reuse projects will have additional conditions to ensure that some water is making its way into the Great Salt Lake.

In the Colorado and Southern Utah area, YES, we want those reuse projects to continue. HB349 only applies to those reuse projects in the Great Salt Lake Basin.

Mike Kobe - no questions

Ian Schofield asked Chris Braun about SCADA upgrades. Chris Braun replied that the District is 99% there. Chris has been working with Sam on the last report for the State.

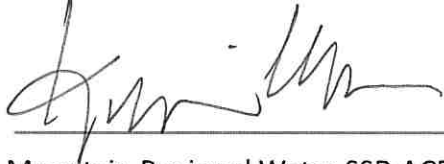
Joel Fine asked if it is time for us to think about summer/spring water supply? Andy Garland replied yes. We have been in conversations with Weber Basin.

Lisa Hoffman stated that based on her conversations with Weber Basin, the District is still going to ask for only 2-3 times a week watering and a delayed watering start. In March we will have more information on the turf replacement program, since that is driven by the outcome of the Legislature.

Cory Shorkey - no questions

11. Adjourn: Karin Wilson adjourned the meeting at 7:24 pm

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on February 16, 2023 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 16, 2023.



Mountain Regional Water SSD ACB Chairperson

3/16/2023

Date



Mountain Regional Water SSD General Manager

3/16/23

Date