



**MOUNTAIN REGIONAL WATER**  
SPECIAL SERVICE DISTRICT

**APPROVED MINUTES**

**Administrative Control Board Meeting  
October 21st, 2021**

**Attendance:**

**Board:**

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

**Staff:**

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

**Summit County Attorney:**

Dave Thomas-absent

Notice is hereby given that the Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah will meet in Regular Meeting session on October 21st, 2021 at the Snyderville Basin Water Reclamation District Facility on W. Sackett Dr. in Park City, UT 84098 (see attached map) 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/82327727873>

Webinar ID: 823 2772 7873

To Dial in for Audio: 346-248-7799

- 1. Call to Order & Public Input:** **Mike Kobe** called the meeting to order at 6:03 pm  
No public comment.
- 2. Executive Session – Security, Personnel, and Possible Litigation**  
Ian Schofield made the motion to move into the Executive Session.  
Tim Dougherty seconded the motion. All voted in favor of the motion. Motion passed.

Board entered into Executive Session.

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

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

Returned from Executive Session 6:16 pm

**3. Consent Agenda:** Approval of the September 16th 2021 ACB Meeting Minutes

no comments

- a. Approval of the September 2021 Check Register [see below](#)
- b. Consideration of Approval to Conduct Employee Auction to Surplus 2009 Toyota Tundra
- c. Consideration of Approval of Purchase Orders: no purchase orders

Karin Wilson inquired about the pump repair for the Mountain Garden pond? Scott Morrison responded that the District has pumps in the galley of the water treatment plant that supplies water to the Mountain Garden pond that needed to be replaced. The District manages the pumps but Promontory pays for these pumps and the costs become included in their irrigation rate for the upcoming year. Karin Wilson inquired about asphalt repairs? Scott Morrison and Brian Davenport responded this was for 2 main line repairs and the Red Pine crossing. The Red Pine crossing portion will go to the Community Water allocation. Karin Wilson inquired about the Davis and Weber canal shares? Scott Morrison responded this was an annual legacy bill that he believes is related to the Master Agreement. Scott Morrison does not know the exact details but he can certainly look into it and report the next meeting.

Ian Schofield inquired about a contribution check for Wildlands Fire Mitigation. Scott Morrison explained this was the first of the invoices for this contract with Utah State University. The District will invoice the other 3 parties (Park City, Summit Water, Weber Basin) for their portion. Ian Schofield inquired about the badger meter purchase? Is this for all the new customers coming on? Steve Anderson replied that yes, as far as the meter replacement program from the sensus meters, there are only about 30 left to replace and the current purchases are for new customer installation. Ian Schofield inquired about the Newman Construction check for the Kilby road project? Steve Anderson replied that this payment was the first payment to Newman Construction for work completed so far. Sam Grenlie responded this was correct. Sam Grenlie anticipated the next payment to be the last and final payment as the work is nearing completion. Ian Schofield inquired about the Silver Creek well purchases? Sam Grenlie responded that this was to complete the project. Ian Schofield inquired what was the outcome of the drain line that was discovered during the project? The consensus was that it is from an old UDOT project. Maybe a french drain of some type. It appears to have been abandoned in any case and it is unclear as to who owns it.

Tim Dougherty inquired about the check for 2 drug tests? Steve Anderson responded that the tests were routine random testing and not for any accidents. Tim Dougherty inquired about the check for Les Olson for the cloud subscription, Docuware? Chris Braun responded that this was for the annual subscription. Tim Dougherty inquired about a road cut not paved in Silver Springs? Brian Davenport responded that the paving repairs are contracted out to a third party and sometimes there is a delay in the work being completed.

Steve Anderson gave a brief review of the auction details.

Tim Dougherty made the motion to Approve the Consent Agenda, including the Employee Auction to Surplus the 2009 Toyota Tundra.

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

#### **4. Financial Management: Steve Anderson**

- a. Update Regarding the September 2021 Financial Results
- b. Discussion and Consideration for Recommendation of the 2022 Tentative Budget and 2021 Proposed Amended Budget to the District's Governing Board
- c. Discussion Regarding a Change to the District's Banking Institution
- d. Other

Steve Anderson reviewed the September 2021 financial statements.

Steve Anderson reviewed the 2022 Tentative Budget and 2021 Proposed Amended Budget with a power point presentation.

Tim Dougherty commented that slide 12 colors be adjusted to improve interpretation. There were no other suggestions or changes to be made to the presentation.

Karin Wilson made the motion to approve the Recommendation for Approval of the 2022 Tentative Budget and 2021 Proposed Amended Budget to the District's Governing Board.

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

Steve Anderson explained the reasoning for transitioning the Districts banking institution to another institution. Zions Bank was recommended due to their local and unique team devoted to Special Service Districts and government entities.

#### **5. Consideration of Approval of Engineering Design Services Contract with Aqua Engineering for the Design and Construction Management of the Summit Park Tank 1 Replacement Project in the Amount of \$125,100.00: Sam Grenlie (7:34 pm)**

Sam Grenlie briefly discussed the Engineering Design Services Contract with Aqua Engineering for the Design and Construction Management of the Summit Park Tank 1 Replacement Project. Sam Grenlie explained the project design and scope of work. Mike Kobe inquired if this tank would also be used for fire flow in the Summit Park area. Sam Grenlie responded that, no, fire flow was not a part of the plan, as this is one of the lowest parts of Summit Park. Fire flow storage is included in Summit Park Tank 3. This is a better location and is oversized for the area it serves. Tim Dougherty inquired where the new tank was being located. In addition to the existing or as a replacement of the existing tank? Sam Grenlie responded that both options were reviewed and the option of a replacement was determined to be a more viable solution based on the parcel size and the tank volume needed. The District will notify the 2 neighbors/homeowners on either side of the tank before any work will be started, in case they have any concerns that need to be addressed. There is also a public notice step included in the Conditional Use Permitting process.

Ian Schofield made the motion to approve the Engineering Design Services Contract with Aqua Engineering for the Design and Construction Management of the Summit Park Tank 1 Replacement Project in the amount of \$125,100.00.

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

**6. General Manager Comments: Scott Morrison (7:46 pm)**

a. Other

Scott Morrison briefly discussed the new detailed reporting for Capital projects within the District based on 5% of the operating budget which is for projects over ~\$400,000. A separate overview report will be provided for projects under this cost threshold. This will simplify the financial report. There might be some redundancy in the reports, which can be addressed at a later date if needed.

Scott Morrison commented that the District received approval for a Replacement Exchange application which allows existing groundwater rights with points of diversion in the Silver Creek drainage to be diverted from the “shallow wells” along the Weber River. This has significant value to the District and will lead to improved flexibility in source water production.

Scott Morrison commented that there was a field trip to Pine Meadows with Brian Davenport, Sam Grenlie, and the engineering company, Bowen and Collins to complete a field assessment as part of the annexation process.

Scott Morrison attended the ribbon cutting for the solar array in Toole, Utah.

Scott Morrison mentioned that today was the 7th annual “A Day Without Water”.

Lisa Hoffman mentioned that the documentary “A Brave New World” is linked on our website. It is a 50 minute video that was released last year and has relevant information regarding the water crisis globally.

**7. Legal: Dave Thomas (absent)**

- a. Other

**8. Questions on Department Updates: (15 minutes)**

Karin Wilson did not have any questions.

Tim Dougherty did not have any questions.

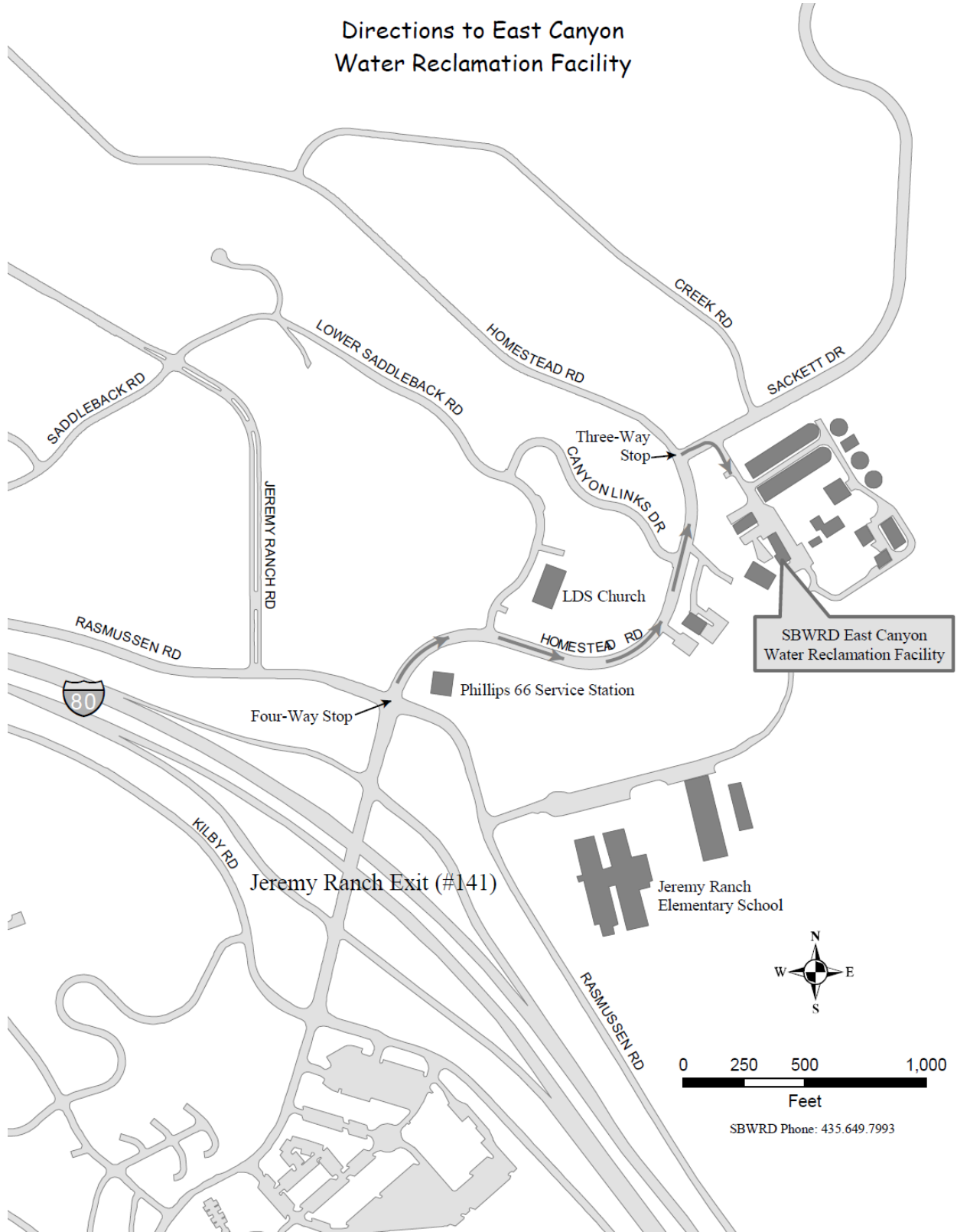
Ian Schofield initially had some questions about the Summit Park tank but they were answered during Sam Grenlie’s presentation.

Mike Kobe did not have any questions.

**9. Adjourn: Mike Kobe adjourned the meeting at 8:02 pm**

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the meeting on October 21st, 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 November 18th, 2021.

# Directions to East Canyon Water Reclamation Facility



SBWRD East Canyon Water Reclamation Facility

Four-Way Stop

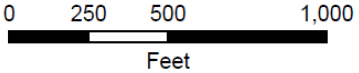
Three-Way Stop

LDS Church

Phillips 66 Service Station

Jeremy Ranch Exit (#141)

Jeremy Ranch Elementary School



SBWRD Phone: 435.649.7993