



**MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT**

ADMINISTRATIVE CONTROL BOARD

MINUTES

JANUARY 12, 2017

ATTNEDANCE:

BOARD MEMBERS:

CHRIS EGGLETON

MIKE KOBE

BRETT MICKELSON

MIKE TODD

STAFF:

ANDY ARMSTRONG

MARTI GEE

SCOTT GREEN

LISA HOFFMAN

SCOTT MORRISON

GUESTS:

DAVE THOMAS SUMMIT COUNTY CHIEF CIVIL DEPUTY

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in Regular Meeting session **January 12, 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 6:30 p.m. The following was the agenda for said session all times listed were general in nature were subject to change by the Board.

- 1. 6:30 p.m. Call to Order & Public Input:** Chris Eggleton called the meeting to order at 6:32 p.m. No public attended the meeting.
- 2. Motion to approve the December 15, 2016 Mountain Regional Water Special Service District Meeting Minutes.** Motion made by Mike Kobe to approve the December 15, 2016 Mountain Regional Water Special Service District Meeting Minutes with the

grammatical changes he will send to Marti Gee to make. Seconded by Mike Todd. All voted yes, motion carried.

3. Motion to move into Executive Session for Personnel & Legal: Motion made by Brett Mickelson to move into Executive Session for Personnel and Legal. Seconded by Mike Kobe. All voted yes, motion carried

4. Motion to move into Open Session: Motion made to move into Open Session made by Mike Kobe. Seconded by Brett Mickelson. All vote yes, motion carried.

5. Financial:

A. Presentation of the November 2016 Financial Reports: (See Scotts Greens Report attached)

B. Consideration of Approval of November 2016 Check Register: Lisa Hoffman discussed with the Nov 2016 Check Register items over \$10,000. The first one listed was for the Bison Bluff Generator to Energy Management for \$69,955.00. Rocky Mountain Power billing for \$80,599.86. There was a check for a pump at Lost Canyon from CH Spencer and Company for \$19,900.00. There was a purchase of seconded vehicle from Ken Garff Ford. Rocky Mountain Valves and Automation for \$18,249.80 for the Silver Springs Pump Stations. Motion to approve the November 2016 Check Register made by Brett Mickelson. Seconded by Mike Kobe. All vote yes, motion carried.

C. Consideration of Approval of P. O. for Electro Power Utah LLC for \$62,410.00: Lisa Hoffman introduced the purchase order over 50,000 for standardized scada for the Silver Springs Booster Pump Station and confirmed compliance with procurement requirements. Motion made by Mike Kobe to approve of the P. O. for Electro Power Utah LLC for \$62,410.00. Seconded by Mike Todd. All vote yes, motion carried.

D. Other:

6. Legal:

- A. Timeline of Events for MRW 2017: Lisa, Andy and Scott discussed this living document to assist the Board with timelines for projects and decisions needed for the Board. The Board commented on this timeline and thought it would be a helpful tool for the Board members.
- B. Other: Marti Gee discussed with the Board the need for the use of MRW devices such as tablets and MRW email addresses for the Board to receive information and to be used exclusively for Board Members information about meeting and projects. Dave Thomas also discussed the need legally to use the devices and also the MRW email addresses for all correspondence to and from Board Members. All Board Members would like a device or tablet and will begin to use the MRW email addresses if they are not currently using it. Chris Eggleton also told the Board that he will be moving out of the district in the next few months. His term is up this month and was noticed in the Park Record for a vacancy for two Board Members, Matt Lindon's position and Chris Eggleton term.

7. General Manager Update:

- A. Silver Creek Village Update: Silver Creek Village is nearing the completing of the final plat approval reported by Dave Thomas. The Reuse project is interesting; the use of reuse water with water rights for the water is complicated. It is part of the Development Agreement for the project. Andy Armstrong proposed to the developer's representative a proposal for them to drill a replacement well for the Clissold Well and get a discount on 15C water for up to five years. This would need to be approved by the Board, but an idea for the developer to consider. Andy Armstrong will report to the Board on any progress on this idea.
- B. Tank and Pump Station Update: MRW will be bidding the Tank and Pump Station project in early February 2017. Tank and Structure will be bid but the pump

equipment will be installed by MRW employees. The Scada programming will also be installed by MRW employees. Andy Armstrong will have some more information for the Board on the retrofits of pump stations that MRW staff has worked on and show the work they have accomplished. Andy Armstrong discussed with the Board that he thought MRW would get very competitive bids on the project. Mike Kobe asked Scott Morrison if he modeled the water sold to Summit last summer. Scott Morrison responded that pumps ran harder and longer, in addition MRW had more expensive power bills, but the demands were met. The Bison Bluff Well will be available to meet 2017 Summer Peak demands and provide additional 200 g.p.m. of net new water supply. The facility is expected to be operational by the fall of 2017.

- C. Other:** The Board Members asked how the Council meeting went when they considered the Personnel Policies for MRW and the Personnel Policies for MRW were adopted by the Summit County Council. Andy Armstrong explained that one of the issues they had with the policies was the 403(b) and the Summit County employees did not have that benefit. Summit County had the 403(b) benefit for their employees but it was discontinued after a few years. They also did not like pricing up the bonuses for employees so everyone got the same amount of money when the taxes were taken out. The other items were well received. Brian Bellamy and Jami Brackin will begin to compare benefits with Park City and the other Districts. They will keep in touch with the board on the research and do an analysis for the Boards review. The Summit County Council may revisit MRW 403(b) benefit when the research is done. The Board members reemphasized the need for Red line versions of any changes are important for the Board now that the policies will be nearly the same as Summit County. The earliest changes will be in 2018.

Mike Kobe discussed with the Board the possibility to schedule the Board Meetings earlier in the evening. Chris Eggleton suggested that it may be difficult for him some times during the year. The other Board Members thought the earlier time would work out for them. Next month the Meeting will be at 6:00 p.m. to see how that works out for everyone.

Brett Mickelson made a motion to move into executive session for personnel.

Seconded by Mike Kobe. All voted yes, motion carried. Motion to move out of executive session for personnel made by Brett Mickelson. Seconded by Mike Kobe.

All voted yes, motion carried.

8. Adjourn: The MRW Board Members Adjourned at 8:30 p.m.

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the February 9, 2016 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 6:30 p.m. please contact Marti Gee to make arrangements for assistance.