



**MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT**

ADMINISTRATIVE CONTROL BOARD

MINUTES

MARCH 19, 2014

ATTENDANCE:

MRWSSD BOARD MEMBERS:

MATT LINDON

BRETT MICKELSON

RICK KREBS (ELECTRONICLY)

CHRIS EGGLETON

STAFF:

ANDY ARMSTRONG

SCOTT GREEN

LAURA MEANS

EXCUSED:

B. TODD HOPKINSON

The Administrative Control Board of Mountain Regional Water SSD, Summit County, Utah met in regular session **March 19, 2014** 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 is the agenda for said session all times listed are general in nature are subject to change by the Board.

- 1. 6:30 p.m. Call to Order & Public Input:** Matt Lindon called the meeting to order at 6:45.
- 2. Consideration of Approve of Meeting Minutes for January 8, 2014:** Brett Mickelson made a motion to approve the Meeting Minutes for January 8, 2014, seconded by Chris Eggleton. All voted yes, motion carried.

- 3. Motion to move into Executive Session for Property Acquisition:** Brett Mickelson made a motion to move into Executive Session for property acquisition. Seconded by Chris Eggleton. All voted yes, motion carried.
- 4. Motion to return to Open Session:** Brett Mickelson made a motion to move into Open Session. Chris Eggleton seconded it. All vote yes, motion carried.
- 5. Financial:**
 - A. Review December 2013 & January 2014 Financials:** Scott Green passed out an attachment for review (attached). Expenses came in under budget, lost canyon, power savings, did not need to replace as much carbon and as many chemicals this year as projected in the Budget for the water treatment plant. Our interest expenses were less than last year. This year has been the first year since 2008 that MRWSSD have the cash on hand that is required by MRWSSD bonds. Mountain Regional Water Special Service District has a policy to have 120 days of cash on hand for district expenses.
 - B. Approval of December 2013 & January 2014 Check Register:** Motion made by Brett Mickelson to approve the December 2013 and January 2014 Check Register. Seconded by Chris Eggleton. All voted yes, motion carried.
 - C. Consideration of Approval of Purchase Order to Electro Power for Black Hawk pump upgrades:** Motion made by Chris Eggleton to approve the purchase order for Electro Power for Black Hawk pump upgrades. Seconded by Brett Mickelson. All voted yes, motion carried.
 - D. Consideration of Approval of Purchase Order for 2 each 2014 Ford F150 XLT Supercab Trucks from Crandall Ford:** Motion made by Chris Eggleton to approve 2 each 2014 Ford F150 XLT Supercab Trucks from Crandall Ford. Seconded by Rick Krebs. All vote yes, motion carried.
 - E. Review and Discuss 403 B Loan program for employees:** Laura Means discussed the loan program that MRWSSD offers, \$1000.00 minimum amount to allow up to 50% or not

more than \$50,000 to be borrowed from the 403 B. Brett Mickelson made a motion to approve the 403 B Loan program for employees. Seconded by Rick Krebs. All vote yes, motion carried.

F. Other:

6. General Manager's Updates:

- A. New Development Update: Woodside operation agreement has been signed by both parties, MRWSSD and Woodside Homes.
- B. Update on Impact Fee Hearing: At the next hearing would be good to have the MRWSSD Board Members attend. Marti Gee will contact Board Members with the upcoming schedule.
- C. Schedule for update on Rules and Regulations: New Rules and Regulations will be coming soon and the proposed Personnel Policies will be coming to the Board soon. Scott Green will highlight the important things for discussion.
- D. Pre-Paid Impact Fees Update: Todd Hopkinson requested a list and understanding of the pre -paid impact fees that may affect MRWSSD in the future. Scott is working on this.
- E. Other: None.

7. Legal:

- A. Review and possible adoption of Personnel Policies for MRWSSD: Tabled until next Board Meeting.
- B. Motion to have the Annual MRWSSD Meeting April 2014: Motion made by Brett Mickelson to set the Annual MRWSSD Meeting April 2014. Seconded by Chris Eggleton. All voted yes, motion carried.
- C. Other:

8. Public Services:

- A. Billing and Water Usage Report:
- B. Other: Next meeting on April 23, 2014.

9. Other:

10. Adjourn:

Pursuant to the Americans with Disabilities Act, individuals needing assistance attending the April 10, 2014 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.