

BOARD OF TRUSTEES MEETING MINUTES

February 28, 2022
** District Office**
5:00 p.m.

I. CALL TO ORDER

The February 28, 2022, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Mary Ann Pack, Robert Richer, and Dick Pick. Staff in attendance were Mike Luers, Bryan Atwood, Brian Passey, Dan Olson, Chad Burrell, Kevin Berkley, Corey Shorkey, Cody Snyder, Cliff Medler, and Kim Dudley. Also, in attendance were Jeremy Cook, Cohne/Kinghorn, Craig Ashcroft, Carollo Engineers and Derrick Radke, Summit County Public Works.

II. CONSENT AGENDA

- A. Approval of Board Meeting Minutes for January 24, 2022
- B. Final Project Approval
 - 1. Lilac Hill East
 - 2. Viridian
- C. Escrow Fund Reduction Approval
 - 1. Lilac Hill East – Retain 10 percent
 - 2. Viridian – Retain 10 percent
 - 3. Lower Silver Creek Road Sewer Extension – Retain 0 percent

Mr. Richer made the motion to approve the Consent Agenda, Mr. Pick seconded the motion carried with Ms. Pack, Mr. Pick, Mr. Richer, and Mr. Wilking voting in the affirmative.

III. PUBLIC INPUT – There was no public input.

IV. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,226,786.73 – Mr. Luers reviewed the Expenditures with the Board. He said there was a check in the amount of about \$200,000 to Carollo Engineers for the design of the EC Expansion. He asked if they had any questions and then asked them to consider approval of the Expenditures.

Mr. Pick made the motion to approve the Expenditures, Ms. Pack seconded the motion carried with Mr. Richer, Ms. Pack, Mr. Pick, and Mr. Wilking voting in the affirmative.

V. SERVICE AWARDS – Cliff Medler 25 years

Mr. Wilking told Mr. Medler that 25 years is remarkable. He said the longevity of the SBWRD employee always amazes him. He thanked Mr. Medler for his service.

Mr. Burrell said that Mr. Medler is a real asset because of his experience and knowledge. When it comes to getting right in and tearing into things, he's not scared of sewer water, pumps, or motors and it's very valuable having him on board so the other generation can look up and learn from that. He told Mr. Medler that we appreciate him.

Mr. Luers and the Board thanked Mr. Medler for his 25 years of service.

Mr. Medler thanked the Board as well.

VI. SUBDIVISION PROJECTS

A. National Ability Center Mountain Center Sewer Line Extension – 1 RE – Mr. Shorkey stated the applicant has filed a Line Extension Agreement to extend a wastewater main line to serve the proposed NAC Mountain Center at the base of Park City Mountain Resort. The proposed project will connect to the existing main line in Lowell Avenue.

Staff recommends approval.

Mr. Pick made the motion to approve the Subdivision Projects National Ability Center Mountain Center Sewer Line Extension – 1 RE, Mr. Richer seconded the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

B. Summit County: FJ Gillmor Subdivision – 6 REs – Mr. Shorkey stated Summit County has filed a Line Extension Agreement to extend the wastewater main lines to serve the proposed FJ Gillmor Subdivision. The proposed project will be served by three 8" gravity sewer lines, two of which will connect to the Silver Creek Trunkline, and the other connection to the wastewater line in the frontage road.

Mr. Pick asked if all this property was owned by Summit County. Mr. Shorkey said correct. Mr. Pick also asked about the soil contamination issues. Mr. Shorkey said his understanding is that most of those are reserved for the eastern portion and northern portion to be green (open) space for exactly that reason, to stay away from the contaminated soil.

Mr. Pick asked who would have to deal with the contaminated soil if needed. Mr. Richer indicated that Mr. Radke could probably answer that question since Summit County has been dealing with this issue for about the last 20 years. Mr. Radke stated the County Council and Mr. Thomas spent about 2 years with the EPA getting clearance to develop Lot 1, prior to FJ Gillmor Subdivision, which was everything outside and west of Silver Creek, which was tested and found to be clean. He said that Lot 2 is the eastern lot which wraps around the north side. Mr. Radke said there is an agreement with the EPA where utilities and other things can go across Lot 2, but it must get written permission from the Natural Resource Board of Trustees. Mr. Berkley told Mr. Pick that typically when we have done other projects like this, when they dig, as they are excavating and get to the bottom of the trench where the sewer line is going and test the soil there. If it's still above the limits, then they will continue to excavate until they get clean soil so that everything below and above the sewer is clean. Mr. Radke said that, generally speaking, all the contamination that's been found has been near the surface, but we will continue to follow the District's guidelines.

Mr. Wilking asked Mr. Luers if he had any thoughts on when they connect to our line what type of soil they may encounter. Mr. Luers said that piece of the property that the sewer line goes through is a contaminated area. We had a meeting with EPA and some of the stakeholders just recently and we're still evaluating the options on how to handle the contaminated area and by the end of 2022 they hope to firm that up with a lot of public input.

Staff recommends approval.

Ms. Pack made the motion to approve the Subdivision Projects Summit County: FJ Gillmor Subdivision – 6 REs, Mr. Pick seconded the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

C. Sage Hills Estates Subdivision/ The Hills Clubhouse – 57 REs – Mr. Shorkey stated the applicant has filed a Line Extension Agreement to extend wastewater main lines to serve the proposed Sage Hills Estates Subdivision and The Hills Clubhouse. The proposed project will be served by a short low-pressure sewer system along with a gravity mainline extension. The proposed sewer system will connect to previously installed gravity main line.

Mr. Richer made the motion to approve the Subdivision Projects Sage Hills Estates Subdivision/ The Hills Clubhouse – 57 REs, Ms. Pack seconded the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

**Estimated LEA REs Year to Date: # Above Splitter 0; # ECWRF 0; # SCWRF 6.67; Total 6.67
Proposed this Meeting: # Above Splitter 1; # ECWRF 0; # SCWRF 63; Total 64**

VII. DISTRICT MANAGER

A. Discussion Items

1. Covid Status @ the District – Mr. Luers gave a quick update on Covid here at the District. He said that we are in excellent shape and have no active cases. As you well know, things are looking good for our community and that is reflected in case counts and the wastewater sampling. Mr. Luers pointed out that we've had some discussion with the Health Department down in Salt Lake City and the CDC is interested in continuing the Wastewater Based Epidemiology effort.

Mr. Wilking asked if we feel that this is providing additional information and that there isn't any real cost to us. Mr. Luers replied that there is no real cost to us other than collecting a sample. He said that it's a real good early warning sign for public health.

2. 2021 Asset Management Report (AMR) – Mr. Luers told the Board that each year we review our Annual Asset Management Report which is essentially our report card. The Board of Trustees sets a level of service to our customers, and we do what it takes to deliver that service. He reviewed the 2021 AMR with the Board. Mr. Luers stated the crews have done an excellent job in all departments and it's fantastic.

Mr. Luers discussed the customer satisfaction survey within the AMR and it showed good results. He said he's still concerned that a modest number of customers still don't know what we do. They think we are the water provider or both water and wastewater. Mr. Luers stated that overall, 98-99% with the responses received customers are pretty happy with the District. He gave kudos to the entire staff.

Mr. Richer said that regarding our identity problem, have we ever thought of including a separate flyer within our bill telling customers that this is what we are, and this is what we do. Mr. Luers commented that we have done that in the past and it has improved. The difference now is that a great number of our customers are paying electronically, and we don't have emails for a lot of them. We're still scratching our head on how to tackle that issue and maybe need to do a shotgun approach and send out emails to what we have in our system and send out flyers to the customers that receive a hard copy, knowingly that that there is a portion of customers that is hard to get to. He told Mr. Richer that's a good suggestion.

Mr. Pick said that following up on what Mr. Richer said, when we get a survey back, do we contact customers that have a misconception. Mr. Luers stated that we do not require identification, but we do ask if they would like to us to contact them and in that case we do.

Mr. Luers wanted to inform the Board that we do reach out to the community, as an example, Wednesday of this week we will be giving a presentation here at the East Canyon Treatment Plant that is part of the Swaner Preserve downstream educational efforts. It will be on micro-plastics and wastewater and what that means to local citizens and the environment.

B. Action Items – Revised Line Extension Agreement (LEA) for Governmental Entities – Mr. Berkley asked the Board if we could review the revised LEA before the Subdivision Project due to Summit County's FJ Gilmore project. He said Summit County has made a request that SBWRD waive the requirement for providing collateral, as currently required with the Improvement Completion Agreement, for main line extension projects. Our legal counsel has suggested that this request be honored, and that it should be extended to all governmental entities.

To help standardize this, legal counsel and SBWRD staff have prepared a revised Line Extension Agreement for governmental entities, which will eliminate the Improvement Completion Agreement requirement and the establishment of collateral for governmental entities.

Ms. Pack said if Mr. Cook has reviewed the revised LEA and it looks good, we should be set. Mr.

Berkley said yes.

Mr. Pick asked if this was LEA only and had nothing to do with the Impact Fees. Mr. Luers said that is correct.

Mr. Luers stated that included in the packet is a red-lined copy of the changes to the LEA and said that as Mr. Berkley had alluded, we thought it would be appropriate to ask the Board to consider approving the revised LEA prior to approving the Subdivision Projects.

Mr. Richer made the motion to approve the Revised Line Extension Agreement (LEA) for Governmental Entities, Mr. Pick seconded the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

C. Information Items

1. Financial Statement
2. Impact Fee Report
3. 2022 Adopted Budget / 2021 Performance Report – Mr. Luers indicated that

included in their packet was a copy of the 2022 Adopted Budget / 2021 Performance Report, it's the annual report that we give to you, so you have a hard copy to reference. It a great reference because it has many of the historic records for the past 30 years.

VIII. FUTURE AGENDA ITEMS

- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

Ms. Pack said we also need to authorize Mr. Luers to sign all Subdivision Projects and LEA's.


Ms. Pack made the motion to authorize Mr. Luers to sign LEA's, Mr. Richer seconded the motion carried with Ms. Pack, Mr. Richer, Mr. Pick, and Mr. Wilking voting in the affirmative.

Mr. Pick asked Mr. Luers if we have received any word on who will be joining us from PCMC to replace Mr. Joyce on the Board. Mr. Luers replied not yet.

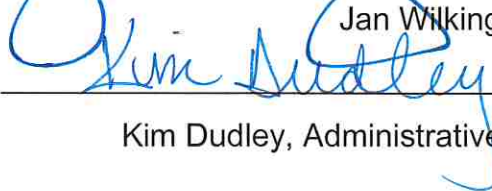
Mr. Luers wanted to recognize Mr. Atwood, stating he is retiring, and this is his last Board meeting. We will be celebrating his contribution to the District on March 9, 2022 @ noon @ the EC Training Building if you like to join us. Mr. Luers said he can't say enough for what Mr. Atwood has done for the District. He said kudos to Mr. Atwood.

IV. ADJOURN

Mr. Pick made the motion to adjourn at 5:44 p.m., Ms. Pack seconded the motion carried with Mr. Pick, Ms. Pack, Mr. Richer, and Mr. Wilking voting in the affirmative.



Jan Wilking, Chairman



Kim Dudley, Administrative Specialist